

Welcome Booklet



United States Military Training Mission to Saudi Arabia(USMTM)



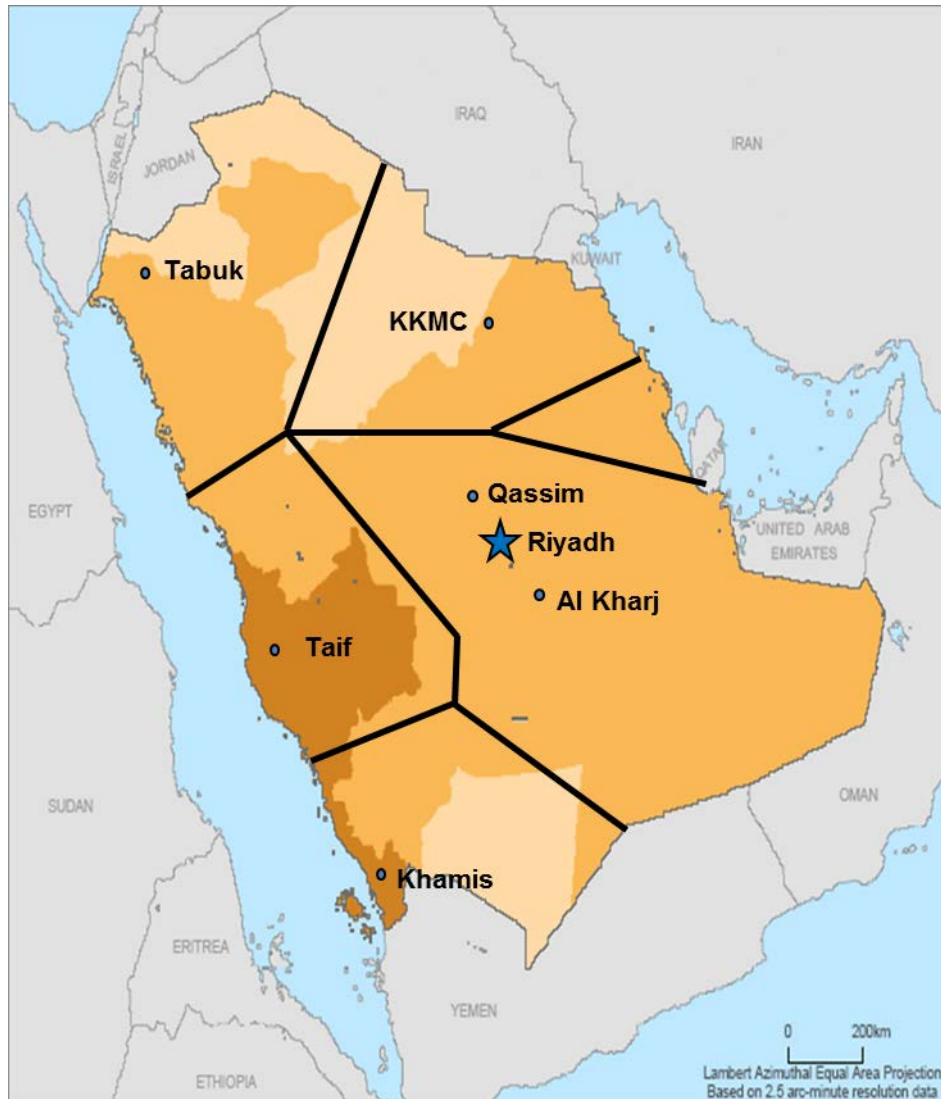
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CHAPTER 1

THE KINGDOM OF SAUDI ARABIA – THE HOST COUNTRY



1. Area, Geography, and Climate

- a. The Kingdom of Saudi Arabia (KSA) occupies approximately 870,000 square miles or four-fifths of the Arabian Peninsula and is roughly equal in area to that part of the United States which lies east of the Mississippi River.
- b. The KSA is divided into geographical districts and these have been subdivided into administrative districts or provinces. These geographical divisions are the Northern Province, Al-Medina, Mecca, Boljarshi, Asir, Jizan, Nejran, Bishah Ranyah, Al-Khasirah, 'Afif, Al-Qasim Ha'il, Al-Jawf, Northern Frontiers, Al-Riyadh and the Eastern Province.

2. Topography

- a. The Kingdom rises from a low coastal plain along the Arabian Gulf through a higher inland plateau and across a mountainous ridge which extends the entire length of the peninsula along the western coast. This mountain chain reaches elevations of 7,000 feet east of Jeddah and steadily climbs to peaks over 12,000 feet in Yemen.
- b. Most of the terrain in the Kingdom is open desert with little vegetation. There are no perennial lakes or rivers and all farming requires irrigation. Two large oases exist in the Eastern Province (Al-Qatif north of Dammam and Hofuf south of Dammam). Another oasis is located near Al-Kharj southwest of Riyadh. Some portions of the Asir (along the southwest coast of the Kingdom near the Yemen border) are arable due to relatively significant rainfall in its higher mountain regions.

3. Climate

- a. The Kingdom's climate is generally comparable with that of the American Southwest with intense summer heat being the most notable feature. Summer temperatures frequently exceed 120 degrees Fahrenheit over much of the country and are accompanied by high humidity along both coasts. From October to April the weather is generally mild and pleasant. Nighttime temperatures occasionally drop to below freezing in mid-winter along the northern frontier and in the higher mountains along the West Coast.
- b. Rainfall over the entire peninsula is sparse and is generally confined to the winter and early spring months. In some years rain may be almost totally nonexistent except for the mountain regions of Asir. The Empty Quarter (Rub al-Khali), which covers the southern portion of the Kingdom, has gone without rainfall for periods of several years while other areas have experienced downpours which resulted in flash flooding. This unpredictable and local nature of rainfall is characteristic of most desert areas.

4. Economy

- a. The discovery of oil changed the entire economic structure and status of the Kingdom. Although first discovered in 1938, World War II delayed exploitation until near the end of the war. Prior to the discovery and development of its oil resources, the Kingdom depended primarily upon income from pilgrims who traveled to Mecca to perform the religious rites required by Islam. Oil became a significant source of foreign currency after 1950 when the Kingdom and the American oil companies of Arab American Company (ARAMCO) agreed to share profits on the basis of a 50/50 split. Today the Kingdom has full control over its oil industry. The KSA is the world's largest oil exporter and the third largest oil producer following the United States and Russia. Beginning in late 1984, the KSA experienced an economic downtrend due to a world oil glut and lower prices. However, with about 25% of the world's oil reserves, the Kingdom's wealth is assured for many years to come.
- b. The oil fields also contain enormous quantities of natural gas, which is currently being harnessed under the gas-gathering project. After the substantial rises in the price of oil in the 1970s, the Kingdom's overall income has outstripped its expenditures. The 500 billion Saudi Riyal 1975-1980 development plan was an attempt to channel the Kingdom's wealth into desirable outlets. The aim of the plan was to bring positive changes to the living conditions of the people of the KSA including improved health services, educational facilities, public services, and social security. One objective was to diversify the Kingdom's economic base away from oil, which presently accounts for around 70% of

gross national product, 90% of exports, and 95% of State revenues. Major obstacles like manpower shortages, port congestion, and inflation have had to be overcome.

c. While more than 40% of expenditure is in construction work, industry has expanded rapidly under Government encouragement with much performed by expatriates. A large portion of the skilled and professional work force is of Egyptian, Lebanese, Palestinian, Jordanian, Syrian, and Far Eastern origin. Europeans, North Americans, and other Westerners play important roles in many fields, notably in oil production, construction, health care, and defense expertise.

d. The current development plans, projections, and government priorities will continue to make substantial commitments to the building of an infrastructure while encouraging private enterprise to substitute imports of manufactured goods and agricultural products and improve service industries. The development of the petrochemical industry and rural areas will be stressed with emphasis placed on improving the skills of the workforce.

5. Force Protection

a. The KSA is relatively safe place in comparison to some other DoD operating locations; however, you are an outsider and KSA is not free of bad actors. The KSA Government has taken a proactive role to combat and reduce threats to all personnel including westerners. The conflict between the KSA and Yemen possesses a unique threat to DoD personnel within the Kingdom. This threat is more collateral in nature than direct targeting. While in the Kingdom, paying special attention to the following three items will reduce a majority of the risks: pay attention to your surroundings, listen to your instincts; attempt to blend in (as a minimum do not advertise you are American), and respect the culture just as we expect them to do for us. Following your arrival, you will be provided up-to-date information as it becomes available to include off-limit areas.

b. Members are asked to create ISOPREP on NIPR if they do not have one ("enter a profile survey"). Use the link: <https://prmsglobal.prms.af.mil/prmsconv/Login/Logon> and bring the certificate of completion to J2/J3 Security Manager or Force Protection Officer/SNCO. This process is not required if the member has an existing account in the system. However, he/she should ensure the account reflects the most up-to-date information. The member will be gained to the USMTM hierarchy during in-processing.

c. **All members are required** to have at least 60 days of tolerance on arrival for the following training: OPSEC, Antiterrorism Level I (Force Protection) and Combating Trafficking In Persons (CTIP). Training can be completed in the Joint Knowledge Online website.
<https://jkodirect.jten.mil/Atlas2/page/login/Login.jsf>

6. People and Population

a. The population of the KSA is mainly composed of descendants of indigenous tribes that have inhabited the peninsula since prehistoric times with some later mixture of Negro blood from slaves imported from Africa. Slavery was abolished in 1962 and the slaves have been absorbed into the present population of the KSA. Along the shores of the Arabian Gulf are found some people of Persian descent. The Arabs of the peninsula are racially and culturally homogeneous, bound together as an ethnic group by their language and faith in Islam.

b. Until recent decades, Saudis were primarily nomadic or semi-nomadic people. Under the influence of

rapid economic development and spurred by the exploitation of vast oil resources, migration to the principal cities has steadily increased, and today nomads are estimated to comprise only 15% of the population. The KSA Government has encouraged a shift from pastoral to fixed agricultural pursuits.

c. The first official census, taken in 1974, revealed the population of the KSA to be around 7 million. The majority of the people are Sunni Muslims. The minority religious sect consists of Shiite Muslims living primarily in the Eastern Province. In addition to the indigenous population, there are several hundred thousand foreign guest workers in the Kingdom. The current population is approximately 33 million with an additional 9+ million expatriates.

7. Religion, Culture, and Customs



a. To speak of the Saudi Arab is to speak of his religion and culture for they are bound together inextricably. The national flag of the KSA bears the Islamic Creed--There is no God but God; Mohammed is the Messenger of God--underscores this fact--and the unsheathed sword, symbolizing strength rooted in faith.

b. Nowhere in the Arab world does the Islamic faith so permeate secular and civil life as it does in the KSA. In truth, there are few moments in ordinary conversation between Saudis that do not contain reference to God, and few acts are performed which do not have their basis in the Islamic scripture, the Holy Koran.

c. According to Muslims, elements of their religion were revealed through a long line of prophets, but the full and final revelation was given to Mohammed starting in the year 610, and later embodied in written form as the word of God in the Koran. In the KSA, which recognizes the law of Islam as its fundamental code, religious law (the Shariah) prevails in most matters which in other states fall within the province of civil law.

d. The Islamic religion itself is quite simple and personal in nature. Though Muslims spend much time discussing religion and men who are well versed in its practice and teachings often acquire great influence, there are no rites or ceremonies performed by priests or ministers as in Christian churches. There are "Imams" who lead in prayer at the mosques, but the basic concept of Islam is one of direct relationship between the individual and God. The mosques, many of which are quite imposing and beautiful, are the sanctified places where Muslims pray and are seen everywhere throughout the Kingdom.

e. Five duties, referred to as the Five Pillars of the Faith, are required of a Muslim:

- 1) The first, "Shahada", Profession of Faith, consists of believing a basic formula -- "There is no God but God" -- to which is added, "Mohammed is the Messenger of God."
- 2) The second Pillar of faith, "Salah" is Prayer. Muslims are enjoined to pray five times each day -- at dawn, at midday, the latter part of the afternoon, at sunset, and in the evening, and it is not unusual to see people praying in any part of the city or along the roadsides. On Fridays, the day of rest in the KSA, men gather at mosques for congregational prayer. The daily prayers are performed individually or by small groups at mosques or wherever a Muslim happens to be at the appointed time with each participant following a set ritual as he faces toward the "Kabah," the House of God, in Mecca.
- 3) The third Pillar is "Zakaht" or obligatory alms. Islam recognizes that the lot of men varies and consequently strives to reduce the differences which divide them by requiring that the more fortunate devote a portion of their wealth to the welfare of the poor.
- 4) The fourth Pillar, "Sawm" is Fasting; this is required of Muslims during Ramadan, the ninth month of the Muslim year. In practice, all Muslims are required to abstain from all food, drink, tobacco, and sex from the moment before dawn when a white thread can be distinguished from a black one, until the setting of the sun throughout the lunar month. These times are signaled throughout the towns and villages by the firing of a canon. In larger cities, those times are singled out by the daily early morning and sunset prayer calls. The first three days of the following month are celebrated as the Feast of Breaking the Fast -- the Eid-al-Fitr -- which is a feast time during which visits are exchanged among Muslim families. This is one of two holidays observed throughout the KSA, the second being the Eid-al-Adha, the feast of the Sacrifice, which is observed from the 9th-12th day of the Muslim month of Hajj. During these periods most offices close down for several days.
- 5) The fifth Pillar is the Hajj, or pilgrimage to Mecca, and is required of all Muslims who have it in their means to perform this act of piety at sometime within their lifetime. Each year hundreds of thousands of Muslims from the KSA and all over the world come to Mecca to perform the Pilgrimage in one of the most convincing acts of faith the world has ever known. Ordinarily performed during "Dhu-al-Hijah" (the last month of the Muslim year), Islam also recognizes the "Umrah" or "mini" pilgrimage, which may be performed at any other time of the year. The rites of the Pilgrimage, precisely set forth and scrupulously followed, include the Feast of the Sacrifice, the second of the two holidays observed in the Kingdom. Although not obligatory, many pilgrims visit Medina and the Tomb of the Prophet either before or after performing the Hajj to Mecca.

f. No written guide could fully prepare a newly arrived Westerner for the diversity and complexity of Arab customs with which he would be confronted if placed initially in an exclusively Arab society. As strangers in this land you may not understand their laws; however, you are governed by them, and these laws are dictated by the Holy Koran. Saudi Arabians are accomplished masters at making a guest feel welcome and comfortable and are scrupulous in observing social amenities as host. Furthermore, the people are quick to recognize and appreciate sincerity, and no visitor can go wrong by observing traditional respect and consideration for the feelings, customs, and benefits through the centuries of Arab existence on the Arabian Peninsula. Saudi Arabians are good humored and kind and they expect others to be so. They are not likely to take offense to social blunders made by foreigners which arise not from intent but from ignorance of their customs.

g. In modern times many customs, exclusive of those directly associated with the practice of the Islamic

faith, are undergoing changes, though the degree of change varies within the ranks of society. As an example, a businessman in the port city of Jeddah might wear Western clothing during the day but revert to traditional Arab robes to receive guests in his house during the evening. On the other hand, the wear of Western dress in a small village in the Asir would be extremely rare. In the tents of the Bedouins, one would expect to see the least evidence of alteration of traditional customs.

h. The position of women in Saudi Arabian society represents a significant difference from what it is in Western countries. For centuries the women of the Arabian Peninsula lived in almost total privacy and were seldom seen by males other than their husbands and close relatives. The "Harem" referred to separate quarters occupied by women and was part of the finest palace and smallest tent alike. When women went outside the home, they were shrouded in black and totally veiled, although in the Asir and among certain Bedouin tribes this custom of veiling was not as rigidly adhered to. The "Abaya" (black shroud) and veil have far from disappeared--though exceptions or modifications become more frequent each year, particularly in the larger towns. As recently as 1959, the education of females in the KSA was largely a family matter. In that year, a Royal Proclamation provided for the establishment of Government schools for girls. In subsequent years the program has expanded, but the demand for facilities continues to exceed the number of students desiring training.

i. Marriage is governed by a complex set of religious laws in the KSA. A Muslim male is permitted four wives, any of which can be divorced, but not without fulfillment of certain obligations, particularly in regards to provisions for children of the marriage. In recent years, polygamy has been on the steady decline in the KSA with a corresponding reduction in divorces. The sense of family or tribal unit, of cohesion and close loyalty, has always played an important role in the life of the Arabs of the Arabian Peninsula, and these ties are extended in a real sense to distant cousins. Large households were once the rule, although in more recent years the tendency is towards smaller home units limited to immediate family. Regardless, ties remain extremely close within large family groups.

j. The custom of hospitality has made the inhabitants of the Arabian Peninsula justifiably famous over the world. Though the standards are set by customs, as in the ritual of serving coffee and sweet tea to any visitor, or in loading the banquet table quite literally to overflowing with food, Saudi Arabians today inject spontaneity and sincerity into their treatment of guests on all occasions.

k. The normal work week in the KSA is Sunday through Thursday; Friday and Saturday are considered the "weekend."

8. Religious Activities

a. Chaplain is not assigned to USMTM. USMTM members may participate with local lay groups composed of members of the Western community. Missionary activity is prohibited and can lead to expulsion from the Kingdom. Specific questions should be addressed to the Chaplain. Religious items (i.e. bibles and crosses) are prohibited in the KSA.

b. The OPM-SANG and MOI-MAG Chaplains provide and sponsor a variety of religious services on Eskan Village which are available to USMTM personnel. Chaplains provide confidential counseling to all US Personnel assigned to KSA.

c. Roman Catholic Mass, Protestant worship, Gospel worship are available on Eskan Village. There are several Bible studies and Prayer groups that meet during the week. Religious scriptures and materials for various faith groups are available through the Chaplain.

d. The Chaplain's office is located at OPM-SANG HQ, villa 60-20.

9. Etiquette

a. It makes good sense for any person coming to live and work in the KSA to familiarize himself/herself with the customs of its people in order to more fully blend into the society and gain a fuller appreciation for the land and people who are his host.

b. Though it is simplistic to generalize about a people whose diverse customs and mores are deeply rooted in traditions of the past (and which have been greatly romanticized in literature), there are still certain salient points that bear mention since they are at variance with traditional Western customs.

c. Saudi Arabians are not apt to take offense at a foreigner's social blunder committed out of ignorance. Conversely, an intentional slight or deliberate disregard for local custom is likely to be viewed as serious and have lasting repercussions.

d. In any contact with Saudis, whether through polite social conversation or amid business dealings, it is never appropriate to display impatience or undue haste since these traits are normally interpreted as evidence of insincerity or a lack of self-control. Conversation is invariably opened with ritualistic small talk centered on the health and well-being of the participants and their respective families; however, interest should never be displayed directly on female relatives.

e. When entertaining visitors or guests, the host should never give the appearance of wishing to terminate the visit. When inside the home or office, the host should not urge an Arab to uncover his head, and it is considered offensive to some Arabs to sit so that the soles of the footwear confront another person. Upon departure of a guest, either from office or home, it is good for the host to accompany him to the outside door or gate regardless of any insistence by the visitor that he remain seated inside. Even today, it is wise not to express admiration or unusual interest for any of an Arab's belongings, valuable or otherwise, since it may be offered to one on the spot amid much embarrassment. This very old custom is still observed by some in the KSA.

f. When politics are discussed with Saudis, it should be borne in mind that they generally share the feelings of the larger Arab World concerning such issues as Palestine and Arab unity.

g. As Muslims, Saudi Arabians are bound not to eat the meat of pigs, and the drinking of alcoholic beverages is forbidden. In fact, alcoholic drinks are not allowed in the KSA by law. Although it is true that not all Muslims rigidly adhere to these restrictions, it would be a grave offense of the sensibilities of most Saudi Arabians to serve liquor or pork products to them.

h. At a traditional feast where silverware or dishes are not used it would be offensive to some to reach into the various dishes with the left hand; however, no guest need feel embarrassed nor hesitate to take a fork into the left hand and eat to his heart's content at a more conventional dinner or banquet. It is considered a mark of appreciation for the host's endeavors to fill one's plate to overflowing and eat with great gusto.

i. Unlike convention in the Western World, guests usually do not linger long after a meal. There may be the serving of another round or two of coffee and tea (guests signal that they have had enough by a shake of the wrist upon handing back the cup or glass to the pourer), and then guests are expected to take their leave amid profuse expressions of appreciation for the hospitality enjoyed.

j. The taking of photographs within the Kingdom is generally discouraged and both caution and discretion should be adhered to. You should not photograph anyone or any place without permission. It is forbidden to take pictures of mosques, military installations and equipment, flight line facilities at airports, sea port facilities, or subjects that might prove embarrassing to the Government. In this latter category would fall scenes of poverty or "backward conditions."

k. Since the matter of religion and its practice is a highly personal matter in the KSA, non-Muslims must at all time show consideration for local custom in this regard. Specifically, non-Muslims are forbidden entry into Mecca and Medina (except as transients at the Medina Airport) and should not attempt to enter mosques nor become involved in any way in the public dealings of punishments to adjudged violators of religious law. Non-Muslims should also refrain from eating, smoking or drinking in front of Muslims during fasting hours of Ramadan as this may be considered impolite and can be a questionable act if practiced in public during fasting hours.

l. Western women must adapt to restrictions of their normal freedom off Eskan Village. Women should soon be allowed to drive in the KSA starting June 2018 as announced by the Saudi Arabian leader, King Salman. The dress code for women is very restrictive in most areas of the KSA with a requirement for arms and legs to be covered. The wearing of the abaya and hijab is not required for western women, but women who chose not to wear an abaya risk unnecessary harassment and attention from the locals. Federal Law prohibits the use of government funds to purchase abayas but you may purchase an abaya prior to arrival in the KSA if you would like. It is also highly recommended that western women purchase a hijab (head scarf) as they may be asked to cover their hair when out in public to help blend in with the local population for force protection.

Example of Abaya and hijab



m. The KSA is a nation where a desire for social progress and adherence to traditional values and customs sometimes produce contradictions in Western eyes. Saudi Arabians themselves are proud and dignified people bound closely together by their heritage, language, and faith in Islam. They value family ties and personal relationships to a degree no longer common in the Western World. To the new arrival or visitor, the KSA should be viewed first and foremost as a fascinating land inhabited by a sincere and friendly people.

CHAPTER 2

THE UNITED STATES MILITARY TRAINING MISSION-SAUDI ARABIA



1. Description, Organization, and Functions

- a. The United States Military Training Mission (USMTM) to the KSA is a joint training mission and functional component under the military command of the United States Central Command (CENTCOM), which is headquartered at MacDill Air Force Base, Florida. The other major agencies at Eskan Village are the Office of the Program Manager of the Saudi Arabian National Guard (OPM-SANG) Modernization Program and Ministry of Interior-Military Assistance Group (MOI-MAG). There are also several Mission Partners here. The Chief of USMTM works under the general guidance of the U.S. Ambassador to the KSA, who has overall responsibility for all US Government activities in country.
- b. The mission of USMTM is to advise and assist the Saudi Arabian Armed Forces (SAAF) through Security Assistance efforts in developing, training and sustaining capable deterrent and self-defense forces for the KSA in order to facilitate regional security.
- c. USMTM was formally organized in 1953 under the terms of the Mutual Defense Assistance Agreement between the United States and Saudi Arabian Governments. Specifically, it was agreed that USMTM would administer assistance under terms of the Mutual Defense Assistance Act of 1949 and the Mutual Security Act of 1951 and would assist and advise the Saudi Arabian Armed Forces with respect to plans, organization, administrative principles, and training methods. A Memorandum of Understanding dated 8 and 27 February 1977 governs the day-to-day relationships between USMTM and the Ministry of Defense and Aviation (MODA). Headquarters, USMTM, is located in Riyadh along with the service, joint, and support sections.
- d. USMTM abides by the KSA work week. Sundays are duty days, and Friday and Saturday are non-duty days.
- e. USMTM maintains a headquarters on Eskan Village in Riyadh. The headquarters is comprised of six divisions, a directorate staff, and a special staff. It also has eight detachments around KSA which align to the divisions.

f. The Joint Advisory Division (JAD) executes its mission from the Ministry of Defense (MoD), the General Staff War College and the Medical Services Directorate office of the MOD. This joint staff at MoD operates parallel to the Joint Staff within the US Department of Defense. JAD personnel work primarily within the MoD building located in the downtown areas however, JAD has three advisors who work at other locations around Riyadh; one at the Saudi War Course, one at the Medical Services Directorate, and the other at the Intelligence and Security Institute in Al-Kharj. JAD advisors work with their counterparts in all aspects of planning, programming, budgeting, execution, operations, and training. Specifically training generated by the MoD joint and special staff for the Royal Saudi Land Force (RSLF), Royal Saudi Naval Force (RSNF), Royal Saudi Air Forces (RSAF) and Royal Saudi Air Defense Forces (RSADF). Additionally JAD Advisors serve as principal assistants to the Directors, Foreign Procurement Department, and Contracts and Agreements Department (CAD) in their management and administration of Saudi Arabian Foreign Military Sales (FMS) cases.

g. The Land Forces Division (LFD), with offices at the Royal Saudi Land Forces building in Riyadh, is responsible for providing advisory, training, and security assistance support to the Royal Saudi Land Forces (RSLF). The Detachment Commanders at Qassim, Ta'if, Khamis-Mushayt, King Khalid Military City (KKMC), and Tabuk represent USMTM in their areas by coordinating and managing the requirements of Department of Defense personnel in these communities as well as serving as advisors to various KSA Armed Forces activities in their areas.

h. The Air and Missile Division (AMD), with an office on Eskan Village in Riyadh, provides security cooperation support to the Royal Saudi Air Defense Force (RSADF) Headquarters and subordinate echelons down to the Battery level located at various locations across the KSA. USMTM-AMD advises the RSADF primarily on the Patriot and THAAD weapon systems as well as the associated communications and data link architecture that support these systems. AMD consists of six Air Defense Officers, three Air Defense Warrant Officers, four Air Defense Noncommissioned Officers, a Signal Officer, a Human Resources NCO, a Civilian Foreign Military Sales (FMS) advisor, and a Civilian Translator. The majority of AMD advisors work in Riyadh with one officer and NCO team stationed at each of the three AMD detachment locations in Jeddah, Dhahran, and Khamis. Additionally, Jeddah advisors advise the Air Defense Forces Institute (ADFI), the Missile Assembly and Disassembly Facility (MADF), and the National Technical Services Directorate (NTSD).

i. The Naval Forces Division (NFD), Riyadh trains, advises, and assists the Royal Saudi Naval Forces through security cooperation efforts to develop and sustain a capable maritime defense force while strengthening the strategic partnership. In Jubail, Navy personnel assist and advise the base Commander at King Abdul Aziz Naval Base and Eastern Fleet Commander in naval warfare operations. In Jeddah, similar assistance is provided at King Faisal Naval Base and to the Western Fleet Commander.

j. The Marine Forces Division (MFD) is based in Eskan Village and Royal Saudi Naval Forces (RSNF) Headquarters, Riyadh. MFD provides advisors to RSNF HQ in Riyadh and to both Saudi Marine Forces Brigades at Ras al Gar Base, Eastern Fleet, Jubail and al Qadimah Base, Western Fleet, north of Jeddah. MFD also advises the Director of Marine Forces Schools at Ras al Gar Base. Advisor duties reflect a wide range of combat skills to include field exercises, CPX, assault support training, and live-fire for individual and crew-served weapon employment. Organized to support Saudi Marine Forces Brigade Commanders, MFD provides advice and recommendations to both the Eastern and Western Fleet Commanders.

k. The Air Force Division (AFD), Riyadh, is located within the Royal Saudi Air Forces (RSAF) Headquarters. The division has supporting detachments at Dhahran and Khamis Mushayt. Personnel assigned to Riyadh work directly with their RSAF Headquarters counterparts on all logistics,

operational, training and Foreign Military Sales (FMS) issues. In addition, F-15SA, E3A, TASS, COMSEC and Intelligence Extended Training Service Specialists (ETSS) personnel provide training and assistance to the RSAF in a variety of operations. F-15 operations are supported by US Air Force personnel at Dhahran and Khamis Mushayt. AWACS and TASS operations are supported at Prince Sultan Air Base, but those operators reside at Eskan Village with Riyadh-based personnel. Detachment Commanders (DETCO) serves as advisors to Saudi Air Base Area Chiefs and supervises ETSS personnel in these areas.

1. The Directorate Staff support the various divisions in the execution of their mission. The staff consists of the following directorates: J1 Human Resources, J2/3 Plans and Operations, J4 Logistics and Engineering, J6 Information Management, J8 Resource Management, Mission Relations, Contracting, MWR, Medical, Veterinary, and Legal. The J1 oversees the base support functions such as APO, Commissary, and AAFES.

2. Communications

a. Landlines and DSN are the primary means of communications at USMTM. Members will have a four digit extension at work and at home until we migrate to VOIP with a seven digit extension.

b. The DSN country code for the KSA is 318.

c. While permitted, USMTM provides a calling service between CONUS and the KSA. From CONUS, dial 781-365-1810 and the four or seven digit extension. From USMTM, dial 820 or 825 (or 98 from a work VOIP phone) and the US phone number with area code.

d. Members are encouraged to check with their CONUS cellular company to see what options they provide for calling while in the KSA. Some companies offer free Wi-Fi calling, and some have affordable international plans. Whatever the outcome, members should bring their personal cell phone or computer for use on Wi-Fi. They should also consider the need for a personal VPN service if they need to reach websites only offered in the U.S.

e. Contingent on availability of funding and devices, USMTM will provide a smart phone to USMTM **employees** for force protection and safety purposes if they sign a user agreement and assume financial liability for damages to the phone. The phone is for official business only. Currently, the USMTM calling plan comes with 500 calling minutes and 500 texts per month, and unlimited data to use as a hotspot. Members are required to work with the J6 to add their official email to their USMTM work phones which will restrict which apps can be downloaded.

f. USMTM members at detachments will use their USMTM smart phone to reach an Automated Dialing System to connect to DSN or the 820/825 calling service.

g. Members may purchase their own Wi-Fi Internet service for personal use via the Base Exchange (pending availability) or from a local vendor after receiving a Record Number from the Saudi government which takes 5-7 weeks. There is no high-speed personal Internet service at USMTM. Accompanied members should consider these conditions for command-sponsored dependents.

3. Personal Finance Support

a. The USMTM Finance Office is a tri-service operation located in Riyadh. It is a fully integrated office that performs the full range of finance services: PCS and TDY advances and settlements; military pay

for Army, Navy, and Air Force; disbursing (check cashing, foreign currency conversion), and commercial accounts. In addition, a Forward Support Team is located in Dhahran to provide support for personnel stationed in the Eastern Province. Personnel should, however, start all allotments to dependents, financial institutions, etc., prior to departing their previous duty station.

b. In-Country Allowances: Some additional allowances are payable to personnel based on their assignment status. All allowances are subject to annual revision.

c. TDY and PCS Travel vouchers for military and civilian personnel are computed and paid by USMTM Finance and Accounting Office. Electronic transmission of settlements is not presently available for transferring such funds to private institutions. All claims are settled by check.

d. The USMTM Finance Office provides currency exchange services. The cashier will accept personal checks drawn against US banks up to \$745.00 per day. All U.S. Government personnel may purchase U.S. Treasury Checks payable to public or private parties in exchange for cash. Also, personnel may convert, without limit, U.S. dollars into KSA currency. The USMTM Finance Office will not convert the KSA currency to US dollars except under special circumstances (PCS/Leave/TDY). Members may complete an application to obtain an Eagle cash card during their finance in-processing or at any point during their assignment to USMTM. The Eagle cash card can be used anywhere on Eskan to purchase services and/or goods.

e. Dollars and dollar instruments are used for payment in all USMTM facilities. Many local merchants accept the dollar at the official exchange rate. However, checks are not used in the local economy. The Exchange, commissaries and various clubs cash US checks. The Exchange accept three major credit cards - Discover, MasterCard, and VISA. The Exchange also sells US dollar traveler's checks. Postal money orders are available through the APO.

f. Currency exchange and check cashing facilities are also available from a Forward Support Team in Dhahran.

g. Most large hotels and businesses will accept major credit cards.

h. The monetary unit in the KSA is the Saudi Riyal (SR), which is divided into 100 Halalahs. Denominations of bills are SR 1, 5, 10, 50, 100 and 500; coins can be found in 5, 10, 25, 50, and 100 Halalahs. The current official exchange rate is 3.75 Saudi Riyals for one US dollar. US personnel in the KSA may freely exchange through moneychangers any amount of dollars for SR. Moneychangers are found in most of the larger towns and cities.

i. Counterfeiting of US currency is a problem in the KSA. Specifically, avoid bringing \$50 and \$100 bills as counterfeit controls may restrict their use.

CHAPTER 3

SERVICE MEMBERS AND THEIR FAMILY IN THE KSA

1. General

- a. Current directives permit the Chief, United States Military Training Mission to the KSA (CHUSMTM), to identify a **limited number** of USMTM positions as key billets. Personnel assigned to these billets are authorized to bring their families to the KSA. Family quarters are available and are offered to assigned personnel based on this position classification. The individual billet to which a service member is assigned determines whether he will serve a one or a two-year tour. Personnel in key billets are assigned to a 2-year tour, regardless of whether or not the individual comes accompanied. All others are assigned to 1-year tours. One-year tours are family restricted. School-aged children are currently restricted from all tours to the KSA.
- b. Sponsorship Program: J1 operates and monitors the sponsorship program. New members will be assigned a sponsor from their new office who will help them settle into USMTM and Eskan Village.

2. Morale, Welfare, Recreational Facilities, and Social Life

- a. Recreational facilities are available to mission members at all in-Kingdom locations. These include movies, some courts and fields for various sports, swimming pools, and the Eskan Community Club in Riyadh.
- b. Facilities at the US Consulates in Dhahran and Jeddah and the US Embassy in Riyadh are made available to USMTM members on a limited basis.
- c. In addition, both the Arabian Gulf and Red Sea offer excellent opportunities for fishing, water skiing, sail boating, scuba diving, and snorkeling.
- d. Generally speaking, Western-style public entertainment is not available in the KSA. Social life both for the Western and KSA communities is normally confined to the home, residential compounds, and to the military club or dining facility.
- e. USMTM locations have satellite receivers providing Armed Forces Network (AFN), and while available, OSN cable television. They provide major U.S. and world news, sports, and other programming.

3. Environmental and Morale Leave (EML)

- a. For many personnel assigned to USMTM, one of the benefits is the Environmental and Morale Leave (EML) Program. We have three categories in the EML Program: Aid-in-Kind (AIK), Funded EML, and Space “A” EML. Space “A” EML is a benefit that is afforded to all personnel. AIK and funded EML are restricted to personnel under certain assignment conditions. Ask your sponsor for details.
 - 1) AIK: Under this category of the EML program, USMTM personnel (assigned to USMTM proper – not a TAFT, ETSS, or IPO), whether accompanied or unaccompanied, plus their command sponsored family members, are entitled to a Saudi Arabian Airlines (SAUDIA) round trip ticket from their duty station location to JFK in New York, IAD in Washington DC, or LAX in California and back to their duty station location. The entitlement is one per DEROS year.

Personnel on a one-year tour are entitled to one ticket and personnel on a two-year tour are entitled to two tickets during their two years in the Kingdom.

2) Funded EML: Under this category of the EML Program, USMTM personnel (assigned to a USMTM TAFT, ETSS, or IPO and on a two-year tour) are entitled a funded flight to CONUS (not to exceed \$2,500 per person). Note: If your tour is only one year, you are not entitled to a funded flight to CONUS.

3) Space “A” EML: Under this category of the EML Program, USMTM personnel, both TAFT and USMTM proper, are entitled one Space “A” (category IIa) per DEROS year. If the member is not entitled or does not desire to use their AIK/Funded EML entitlement, members’ Space “A” (category IIa) equals two per DEROS year.

b. To obtain your tickets/authorizations to utilize the EML program, you must fill out the proper forms/request. Forms can be obtained from USMTM J1-Personnel at Villa 59-26.

4. Housing/Furnishings

a. Housing is dependent upon your status and location at USMTM.

b. We recommend that you not bring a television set unless it is multi-system (capable of international use) because the KSA broadcasts on a different frequency.

c. What should I bring with me to USMTM? You really do not need to bring anything except your clothes and uniforms but you can bring your personal comfort items as you see fit. All USMTM villas come completely furnished. In addition to all of the necessary household furniture, the villas will also contain shower curtains, trash containers, 1 complete set of bed sheets with pillows and comforter, 1 set of towels, basic cleaning tools, potable water, and soft pack items listed below. The Exchange has a nice selection of inexpensive items that you may have forgot to bring and you can order some items online based on APO rules and KSA regulations. USMTM also provides the following hard pack items: stove, refrigerator, washer and dryer, microwave oven, water dispenser, freezer (accompanied personnel), a television set and DVD player.

d. Villa Electricity. USMTM Villas were initially built and wired with 110 volt electric. Over the years, villas have been rewired with a combination of 110 volt and 220 volt as the KSA 220 volt current was not pure. The KSA has mandated that all electric within the Kingdom be pure 220 volt and is moving to purify. What that means to us, is that we will no longer be able to step down our current from 220 volt to 110 volt and have been moving to make our villas pure 220 in preparation for this change. We recommend that you not bring 110 volt equipment unless it is multi-voltage (110-240v). Below picture is a 220 volt outlet and standard plug now used.



e. Complete soft pack items are also provided to our downrange Detachment personnel. Check with your sponsor to see exactly which items are provided and which items you should bring with you. The below soft pack chart shows the USMTM standard level of service that you can expect to be provided:

| DESCRIPTION | QTY | UNIT | DESCRIPTION | QTY | UNIT |
|------------------------|-----|---------|--------------------|-----|------|
| Cooking pot set | 1 | Set | Mixing bowl set | 1 | Set |
| Frying pan set | 1 | Set | Measuring spoon | 1 | Set |
| Baking tray or pan set | 1 | Set | Measuring cup | 1 | Each |
| Drinking glass set | 1 | Set | Carving fork | 1 | Each |
| Can opener(Manual) | 1 | Each | Rolling pin | 1 | Each |
| Colander | 1 | Each | Iron (Steam) | 1 | Each |
| Food grater | 1 | Each | Iron board | 1 | Each |
| Dinner ware | 1 | Set | Laundry basket | 1 | Each |
| Pitcher(Glass/plastic) | 1 | Each | Broom w/dust pan | 1 | Each |
| Casserole set | 1 | Set | Trash can | 1 | Each |
| Canister set | 1 | Set | Water pail | 1 | Each |
| 5 Gal water bottles | 3 | Bottles | Potato peeler | 1 | Each |
| Water coupon book | 1 | Each | Kitchen knives set | 1 | Set |
| Hand mixer (Electric) | 1 | Each | Silverware set | 1 | Set |
| Coffee maker | 1 | Each | Spoons (wooden) | 1 | Set |
| Toaster | 1 | Each | Pancake turner | 1 | Each |
| Can opener (Electric) | 1 | Each | Soup ladle | 1 | Each |
| Blender | 1 | Each | Tong | 1 | Each |
| Dish basket w/ matt | 1 | Each | Basting spoon | 1 | Each |
| Salt/pepper shaker | 1 | Each | Slotted spoon | 1 | Each |

f. We look forward to meeting you and working with you in the coming days. Safe travels!

5. Clothing and Uniforms

a. Military personnel should bring appropriate duty uniforms:

1) Army – Operational Camouflage Pattern (OCP); Army Service Uniform (ASU) coat, trousers, skirt, slacks a short and long-sleeved shirt with tie or neck tab, other authorized accessories (Class A). Army Physical Fitness Uniform (APFU) black jacket, black pants, black trunks, t-shirt, authorized footwear, black socks.

2) Air Force – Airman Battle Uniform (ABU) or OCPs when authorized by Air Force Regulations; Service Dress Uniform (Class A) Service Coat, Long Sleeve and Short-Sleeve Blue Shirt/blouse, Tie/Neck Tab, Trousers (and skirt for female) other authorized/mandatory accessories.

3) Navy – Navy Working Uniform (NWU III), Service Uniform (Khaki and Enlisted Service Uniform), White and Blue dress uniforms for military functions or receptions.

1) Marines – Desert MARPAT, all service uniforms, all dress uniforms, standard green-on-green PT uniform.

b. All personnel are required to have at least one "Class A"/Service Dress uniform along with appropriate clothing to attend coat and tie events that are hosted on Eskan Village and off Eskan at the embassies. A set of the Mess dress is highly encouraged.

c. Civilian clothing for men and women is available on the local economy. Western style women's clothing is scarce and expensive, but many fashions are available. Tailors are plentiful; however, caution in their selection is necessary. Sport/athletic wear is often worn and should be brought, i.e., running and

court types of footwear. Athletic clothing and footwear are readily available on the economy but at premium prices.

d. Commercial dry cleaning and laundry services are available at the Exchange, as well as on the local economy.

e. For "on base" and "at home" activities, clothing requirements for girls and women are much the same as in the United States; however, more conservative attire for the ladies will be necessary in KSA towns, i.e., long sleeve, high neck, full length dresses or slacks with a tunic type blouse. Warm clothing is necessary for the winter months. Appropriate conservative attire for women is available locally and is relatively inexpensive.

6. Legal Services

a. The USMTM Office of the Staff Judge Advocate (SJA) is located at Riyadh and is staffed by one military attorney and one military paralegal.

b. The office provides a full range of legal services including wills, powers of attorney, notaries, legal consultation, and claims for authorized personnel. Legal assistance is provided on an appointment basis except for power of attorneys and notaries which are done on a walk-in basis. For locations other than Riyadh, please call. While some matters can be handled over the phone, the legal team also travels to the location to meet with clients when the situation warrants it.

c. Many USMTM detachment locations have personnel appointed who are authorized to notarize documents and powers of attorney. Please contact the SJA if you need assistance locating a Notary.

d. SJA is the intake point for claims for all services. If your household goods or hold baggage is damaged in shipment, contact the SJA for assistance.

7. Medical, Dental and Health Information

a. The desert climate, which characterizes most of the KSA, is comparable to the southwestern United States, although temperature extremes are greater here and the open desert areas are far vaster. Tap water is not safe to drink and reasonable care must be taken when purchasing food from non-U.S. sources. However, the environment in which USMTM families live and work by and large meets Western standards of cleanliness and public health, and few USMTM personnel develop health problems different than those encountered in the United States.

b. Several medical resources are available to you and your family members while in the Kingdom. USMTM Medical Services has two small military clinics, one in Riyadh and the other in Dhahran. A physician, veterinarian, and two experienced IDMTs (Independent Duty Medical Technicians) are on the military staff. The KSA Ministry of Defense and Aviation (MODA) allows access to its medical facilities in parity with its uniformed members. All eight USMTM locations in the Kingdom are close to a MODA hospital where both primary and specialty care is available. These facilities were built and equipped to Western standards. Members at locations other than Riyadh and Dhahran access their local MODA hospital directly.

c. The primary source of dental care for USMTM personnel is MODA. All family members should have dental problems taken care of prior to departing CONUS, since the scope of dental care available in the KSA is limited. It is strongly suggested that dental insurance for family members be maintained as it

may be used while on leave at CONUS locations, i.e., Concordia Dental Plan.

d. The USMTM flight surgeon will approve and facilitate any care needed that is not available through the above channels. Alternatives include the local civilian community and U.S. military medical centers in Europe. All active duty members and their dependents are asked to enroll in TriCare Prime Europe upon arrival in the kingdom. All medical transfers out of the country are at the discretion of the USMTM flight surgeon.

e. Service members and family members must have no chronic illnesses that require close or frequent monitoring. Persons with existing health conditions that may require unpredictable hospitalizations or emergency treatment must be denied medical clearance to the KSA.

f. Despite what CONUS immunization clinics report, there are no special immunization requirements for the KSA other than the normal vaccinations mandated for worldwide duty. However, it is recommended that all family members have documented in their shot records a Yellow Fever vaccination within ten years of entry into the Kingdom in order to avoid possible conflict with KSA medical authorities. Active duty members will start the anthrax vaccination series immediately upon arrival to USMTM. Anthrax vaccination is not authorized for dependents. If anthrax vaccination is available at your CONUS base, begin the primary series (the first three shots) prior to PCS.

g. Active duty members who wear glasses must bring two pairs with them to the KSA. Corrective sunglasses are also recommended. USMTM can provide replacement glasses for active duty members only, and only as needed to replace damaged clear (non-sunglass) spectacles. Aircrew members are authorized the standard complement of glasses. Also bring gas mask inserts or have them made prior to PCS.

h. Service members and family members, who are on special medications that may not be readily available through military supply channels, must bring at least a six months' supply. Upon arrival, notify the USMTM Clinic of these needs as soon as possible, so that arrangements can be made to ensure access to these medications is not interrupted.

i. Obstetric care from U.S. military health professionals is currently not available in the KSA. Therefore, it is recommended that couples defer pregnancy while in the kingdom. Pregnant spouses may arrange pre-natal care through MODA hospitals or from a civilian obstetrician. However, the quality of care may not meet U.S. standards. It is recommended that the spouse depart the kingdom during the seventh month of pregnancy for delivery in Europe or the U.S; Newborn children cannot be brought back to the KSA until the child is one month old. If the family is practicing birth control, bring at least a six-month supply.

j. Jet lag is a potential problem with anyone who crosses many time zones in the course of a trip. There are no specific cures or prevention for this temporary condition. However, ensuring that you are adequately rested before starting the journey can minimize its effects. Re-setting the daily activity pattern to the new time zone immediately upon arrival (for example, avoid the temptation to nap during the afternoon instead of going to bed at the normal bedtime) is also very helpful.

k. USMTM has a veterinarian whose primary responsibility is to provide environmental health/preventative medicine services (sanitation inspections, water testing, etc.) for all eight USMTM sites, so he is frequently out of Riyadh on official travel. He will provide outpatient animal care for USMTM pets at the Riyadh clinic on an as-available basis. When he is not available or when more extensive treatment is needed, pet owners must utilize local civilian veterinary agencies at their own

expense.

8. Pet Import/Export Guidelines for Kingdom of Saudi Arabia

a. Pet travel (domestic dogs and cats) to and from the KSA requires close attention to detail. No individual step is particularly difficult, but there are several, and they must be completed correctly. Failure to have all the required documentation may result in travel delays, added costs, or negative health events for animals. Requirements may change frequently or without warning. Ultimately, owners are responsible for following all KSA Regulations.

b. Pets can have a very happy life in the KSA. However, long-distance travel and harsh environmental conditions are not easy for older animals or pets with chronic medical conditions. Grooming and boarding services are typically not available on Eskan. Also, access and quality of veterinary care in KSA may not be what most people are accustomed to in the USA. Complete as many procedures as possible prior to departure (e.g. vaccines, dentals, surgery, blood work, etc.). Pets cannot not live outdoors on Eskan; verify with your housing office that you may bring your pet. All animals should be accustomed to a crate/carrier prior to travel. Finally, in the unlikely case of emergency installation evacuation, there is no guarantee that you will be able to evacuate your pets with you. Pet import/export should be carefully considered for each individual. Notify your veterinarian immediately after receiving any PCS orders.

c. Critical Items to Bring with Your Pet to KSA:

- 1) carry originals documents on your person during travel; keep copies for your records
 - 2) original vaccine records (include the vaccine stickers and/or the lot # of the vaccine)
 - 3) complete copy of all available medical records (not just payment receipts)
 - 4) 12-month supply of dewormer (e.g. Heartgard, Revolution, Trifexis, etc.) and flea/tick preventive (e.g. Advantage, Activyl, Frontline); parasites are common throughout the region
 - 5) 6-month supply of all medications (and prescription diets) for chronic medical conditions.
- Note: all medications must have a prescription label; pork products are prohibited.

| # | Required Items | IMPORT | EXPORT |
|----|------------------------------------------------------------------------------------|----------|----------|
| 1 | Microchip | yes | yes |
| 2 | Rabies Vaccination Certificate | yes | yes |
| 3 | Initial International Health Certificate | yes | no |
| 4 | US State Department Authentication, the KSA Embassy (Washington, D.C.) Endorsement | yes | no |
| 5 | Saudi Pet Import Permit from Saudi Ministry of Agriculture | yes | no |
| 6 | Pet Travel Arrangements with Airline | yes | yes |
| 7 | Final International Health Certificate | yes | yes |
| 8 | Air Travel Acclimation Letter (recommended) | optional | optional |
| 9 | Pet In-/Out-Processing at Eskan Village | yes | yes |
| 10 | Saudi Pet Export Permit from Saudi General Directorate of | no | yes |
| 11 | FAVN Rabies Antibody Titer test (strongly recommended) | optional | varies |

d. Breed Restrictions:

1) The following list of banned breeds was developed by the KSA Ministry of Agriculture. The list changes frequently without warning. In the past, some animals have been accepted as 'mixed breed' or 'mixed breed ____' of related breeds. Only working dogs are permitted, therefore the dog must be declared as a hunting, guard, or guide dog. Members have had success in using the guard dog designation.

الكلاب المحظور استيرادها :
الكلاب ممنوعة بشكل عام من الدخول للمملكة العربية السعودية إلا ما كان لغرض
الصيد والحراسة وقيادة المكفوفين حتى لو كانت الكلاب للأغراض السابق ذكرها
ولكنها تعتبر من الأنواع الخطرة فلا يسمح بدخولها المملكة وهذه الأنواع الخطرة
هي :

- 1-japanes spitz
- 2-japanese akita /akita inu.
- 3- Affenpinscher.
- 4- Griffon bruxellios/Brussels griffon/brabancon/Belgian griffon.
- 5- Hovawart.
- 6-boxer.
- 7- Bull dog/English bull dog.
- 8-Rottweiler.
- 9- Bull terrier.
- 10- Stafford shire bull terrier.
- 11- Dandie dinmont terrier.
- 12-lanchashhire heelre.
- 13- Swedish vallhund/Swedish cattle dog/vasgotspets .
- 14- mastiff/old English mastiff.
- 15- Neapolitan.
- 16-Newfound land.
- 17- Pitbull.
- 18- Great Dane/deutscher doggy.
- 19- bull mastiff.
- 20- Leon bergehni.
- 21- All Terrier Breeds.

2) TRANSLATION: Dogs are banned from import: Dogs are generally forbidden from entering the KSA, except for the purposes of hunting, guard, and guide dogs for the blind. The dogs, even if used for purposes as previously mentioned but are considered hazardous breeds, are not allowed to enter the Kingdom and these dangerous breeds are:

e. Microchip: prior to obtaining a health certificate, animals must be microchipped with an International Standards Organization (ISO) compliant microchip. This can be performed by any licensed veterinarian.

1) A true ISO microchip has a 64-bit content resulting in a 15 digit numeric ID code (first 3 digits is the manufacturer's code) that operates using FDX-B technology at a frequency of 134.2 kHz. Note: many owners have been able to pass through customs with non-ISO compliant microchips, as long as it matches the paperwork.

2) If your pet has a non-compliant microchip, a compliant microchip can be placed in addition to the original chip. Both/all microchips should be listed on all paperwork, as it can be unpredictable which microchip a scanner will read first.

f. Rabies Vaccination Certificate: KSA does not recognize 3-year rabies vaccines. Valid rabies vaccines

must have been administered no more than 1 year and no less than 30 days from the date when passing through customs. This can be performed by any licensed veterinarian. Note: all core vaccines should be completed before arrival (e.g. feline FVRCP or canine DA2PP-L), due to disease prevalence in KSA

- 1) Military veterinarians use DD Form 2208 for rabies certificates, although any official form from any licensed veterinarian is acceptable. Originals strongly preferred.
- 2) European Union “Pet Health Passports” are not currently required in the USA or KSA; however, customs agents have occasionally asked for them. If you don’t have one, show rabies certificates or pet health records. If they include the original rabies vaccine sticker, they are comparable to what is typically entered into the ‘passport’.

g. Initial Saudi-specific International Health Certificate: A health certificate is required for the next steps; however, it is only valid for 10 days from origination. You must use the Saudi Health Certificate found at <https://www.aphis.usda.gov/aphis/pet-travel/by-country/pettravel-saudi-arabia>.

h. The following information is required for the health certificate:

- 1) address and phone number in USA
- 2) address and phone number in KSA
- 3) animal name
- 4) weight
- 5) date of birth
- 6) sex
- 7) intact/neutered status
- 8) breed and colors
- 9) microchip number
- 10) rabies vaccine information (date given, serial number of the vaccine, expiration date on the vial)
- 11) dates of administration for all other current vaccinations

i. Certification of Health Certificate – only USDA Accredited veterinarians may complete Saudi-specific International Health Certificate. Almost all military veterinarians and many civilian veterinarians are USDA accredited. The form must also be ‘certified’ by an Official Veterinarian using one of the following options.

- 1) Certification via military veterinarian – all Accredited Army veterinarians are also recognized as Official Veterinarians and can certify the form on behalf of the USDA (military veterinarians should also include DD Form 2209). Go to <https://phc.amedd.army.mil/topics/animed/vtfo/Pages/VTFMap.aspx> to find your nearest military veterinary treatment facility.

2) Certification via USDA State office – this can be done through your state’s USDA office (www.aphis.usda.gov/animal_health/area_offices/, follow the animal/pet export links) by mail or in person. Call in advance of arriving in person or mailing (some offices require appointments or there may be a charge for processing forms). Either hand-deliver the form or send by registered mail, return-request mail, or next day priority mail (worth the cost!). Note: some state USDA offices (e.g. Georgia, Iowa, Oklahoma) require a Saudi Pet Import Permit before they will certify Saudi-specific International Health Certificate. See that section of this guide to proceed (using the noncertified form).

3) Certification by Washington Passport and Visa Service prior to Authentication (see section on “US State Department Authentication with the KSA Embassy Endorsement”) for an added fee.

j. Certificate of Origin (US State Department Authentication with the KSA Embassy Endorsement): This step is technically required, but the KSA General Directorate of Agriculture verbally indicated that these are not required. Ship at your own risk without this step.** The following options are listed in the order in which they are recommended, based on past experience of incoming personnel. Confirm contact information and costs before submitting payment.

1) Washington Passport and Visa Service (WPVS). Fees: US State Department (\$8.00), WPVS (\$75.00), the KSA Embassy (\$8.00), and FedEx (approximately \$25.00) i. POC: Mr. David Diaz, 800-272-7776, david@wpvs.com, www.wpvs.com; Washington Passport and Visa Service; ATTN: David Diaz; 2318 18th Street NW, Suite 200; Washington, DC 20009.

2) Contact TRAVISIA and they handle the whole process for you. Fees are variable (usually less than \$250) and include return of documents via FedEx. i. POC: 202-463-6166 (0900-1700 EST Monday-Friday); 2122 P Street NW; Washington DC 20037

3) In person or by mail. Review

<http://travel.state.gov/content/travel/en/legalconsiderations/judicial/authentication-of-documents/office-of-authentications.html> and

www.saudiembassy.net/services/document_regulations.aspx for current guidelines. Have your documents authenticated by the US State Department and then endorsed by the KSA Embassy in Washington DC. Plan 60 days for processing and have someone in USA who can keep your pet until paperwork is finalized just in case the process runs past your departure date. Include the following items:

1. Letter to US State Department requesting pet certificate. POC: voicemail 202-261-8081 or 202-663-1848; address to Office of Authentications; 518 23rd Street; NWSA-1 Columbia Plaza; Washington DC 20520
2. Certified Saudi-specific International Health Certificate
3. Rabies Vaccination Certificate
4. Write a check (approximately \$8.00) to “US Department of State”
5. Postage-paid envelope addressed to the Saudi Consulate. POC: 202-944-3126 or 202-342-3800 *2812/*2457 (Monday-Friday 0930-1230); address to Consular Section of the Royal Embassy of Saudi Arabia; 601 New Hampshire Ave. NW;

Washington DC 20037. Note: there is an online processing fee (approximately \$8.00) paid at <https://enjazit.com.sa/Eservices>

6. Postage-paid envelope addressed to yourself for final return of all documentation

k. Saudi Pet Import Permit: Saudi Pet Import Permits are provided by the KSA General Directorate of Agriculture Riyadh Region. Animals will not be released from customs without this document and animal care is not provided at King Khalid International Airport. Obtain this document prior to arrival (if arriving with your pet) or arrive in advance of your animal to secure all paperwork. Saudi Pet Import Permits are valid for 30 days from origination.

1) The following documentation and information is required:

1. Valid Rabies Vaccination Certificate and documentation of other vaccine (paperwork must include microchip number)
2. Owner's passport with visa and/or iqama (if applicable)
3. Departure date and country of origin

2) Process paperwork through the Saudi General Directorate of Agriculture Riyadh Region. Must be done in person – you, a friend/family member, or your sponsor must complete this process prior to arrival of the animal. Go to Office #44 (room ٤٤) with a copy of the owner's passport and/or iqama (if applicable) and a valid rabies vaccination certificate. A step-by-step guide with photos is included at the end of this document. More information at <http://www.moa.gov.sa/> and <http://www.saudinf.com/main/c6a.htm>. POC: Mohammed, +966-11-401-4515 x1081, General Directorate of Agriculture at Riyadh Region, 2511 Imam Abdullah Bin Faisal Bin Turki Road, Office #44; Riyadh, KSA 12628. No fees associated with document. Hours 0800-1400.

l. Pet Travel Arrangements with Airline: Animal space on airlines is limited and often must be reserved well in advance of departure. Some charge by weight, some charge by size of the carrier. Some offer pet services (food, water, etc.) for a nominal fee. Overnight stay and/or leaving the transit area typically constitute an attempt to import the animal, and incur more paperwork and additional fees.

1) All international flights require pet carriers to be ventilated on all four sides (review current IATA guidelines at <http://www.iata.org/whatwedo/cargo/live-animals/pets/Pages/index.aspx>). Each airline has its own pet transport guidelines. If you are not traveling with your pet on the same flight, it might be shipped as “freight” rather than as “baggage” (some people claim that freight shipments do not receive the same level of care). US carriers' (e.g. United, American, Delta, etc.) pet travel guidelines are not always clear. Contact the airline to confirm current requirements.

2) All European Union countries use a standardized health certificate (bilingual English-and other- country's-language versions are available for all EU member countries); these documents may require certification by an Official Veterinarian (USDA or military veterinarian). Short layovers that do not leave the transit areas typically do not require local health certificates. During travel, copies (not originals) of required paperwork should be attached to the animal's crate (i.e. inside a plastic sleeve).

3) Lufthansa flights through Frankfurt, Air France flights through Paris, and Saudia Airlines flights into Riyadh (not Jeddah) have historically proven the most successful and least troublesome flight itineraries with pets. Flights traveling through UK/England are not

recommended (if possible) as the customs requirements sometimes include quarantine restrictions even for in-transit travel.

4) Due to extreme heat, summer travel may require special coordination. Lufthansa and Air France are generally recommended for summer travel.

m. Final Saudi-specific International Health Certificate: This step is only required if the original Saudi International Health Certificate has expired during the process.** Only valid for 10 days from origination. Recommend completion no greater than 7 days prior to arrival, in case of travel delays. Completed by any accredited Veterinarian. Use of Saudi-specific International Health Certificate is required. See below to determine who should fill out this form.

1) The following information is required for the health certificate:

1. address and phone number in USA
2. address and phone number in KSA
3. animal name
4. weight
5. date of birth
6. sex
7. intact/neutered status
8. breed and colors
9. microchip number
10. rabies vaccine information (date given, serial number of the vaccine, expiration date
11. on the vial)
12. dates of administration for all other current vaccinations

n. Certification of Saudi-specific International Health Certificate – only USDA Accredited veterinarians may complete the form. Almost all military veterinarians and many civilian veterinarians are USDA accredited. The form must also be ‘certified’ by an Official Veterinarian using one of the following options.

1) Certification via military veterinarian – all Accredited Army veterinarians are also recognized as Official Veterinarians and can certify the form on behalf of the USDA (military veterinarians should also include DD Form 2209). Go to <https://phc.amedd.army.mil/topics/animed/vtfo/Pages/VTFMap.aspx> to find your nearest military veterinary treatment facility.

2) Certification via USDA State office – this can be done through your state’s USDA office (www.aphis.usda.gov/animal_health/area_offices/, follow the animal/pet export links) by mail or in person. Call in advance of arriving in person or mailing (some offices require appointments or there may be a charge for processing forms). Either hand-deliver the form or send by registered mail, return-request mail, or next day priority mail (worth the cost!). Note: some state USDA offices (e.g. Georgia, Iowa, Oklahoma) require a Saudi Pet Import Permit before they will certify Saudi International Health Certificate. See that section of this guide to proceed (using the noncertified form).

3) Certification by Washington Passport and Visa Service prior to Authentication (see section on “US State Department Authentication with the KSA Embassy Endorsement”) for an added fee.

o. Recommended: Air Travel Acclimation Letter (not required): The US Code of Federal Regulation has very specific temperature restrictions regarding pet transport in CONUS (Title 9 of the US CFR 3.15). Veterinarians may want to include an acclimation letter addressing this issue. The following language is not standardized but may be useful. a. While the animal appears healthy, it must be maintained in an ambient temperature within the thermo-neutral zone (45°–85° Fahrenheit, or the equivalent 7.2°-29.4° Celsius) according to Title 9 of the US Code of Federal Regulations (CFR) 3.15, which in part (d) states “during air transportation, dogs and cats must be held in cargo areas that are heated or cooled as necessary to maintain an ambient temperature and humidity that ensures the health and wellbeing of the dogs or cats.” Part (e) adds “the ambient temperature may not exceed 85 °F (29.5 °C) for a period of more than 4 hours; nor fall below 45 °F (7.2 °C) for a period of more than 4 hours.” Temperatures far outside that range may still be dangerous for periods shorter than 4 hours.

p. Pet In-/Out-Processing at Eskan Village: USCENTCOM General Order Number 1C (prohibitions limiting human contact with animals in the region) has a partial waiver on Eskan Village for privately owned animals (POAs) which states: “Permanent party personnel on official Permanent Change of Station orders to the USCENTCOM AOR for 12 months or greater may ship POAs from their previous assignments or may otherwise acquire domestic pets. All other personnel must first obtain advance approval from their division chief prior to shipping or acquiring a POA. Financial responsibilities of shipment and care of all POAs are the responsibility of the Owner. All POAs on the installation must be registered with the office of Preventive Medicine and Veterinary Services within 30 days of arrival to the installation.” The Eskan Veterinarian will require the following: a. Patient information: name, species, breed, color, sex, date of birth and/or age, microchip number, date of microchip implantation; copy of all medical records b. Owner information: name and grade/rank/title of all owners (or authorized caregivers), address, phone number, email, rabies vaccination information c. Notify Eskan Veterinarian immediately once your next duty assignment is known

q. Saudi Pet Export Permit: Similar process to Saudi Pet Import Permit at the Saudi General Directorate of Agriculture Riyadh Region, but supposedly only valid for 7 days from origination (the form says it is valid for 30 days). Extensions may be granted during holidays (e.g. Ramadan). Export is supposedly only valid one time, and no return or in-and-out travel is permitted after leaving.

1) The following items are required:

1. The animal that is going to be exported (some owners have been okay without this)
2. Valid Rabies Vaccination Certificate and documentation of other vaccines
3. Owner’s passport with visa and/or iqama (if applicable)
4. Departure date and destination country address

2) Process paperwork through the KSA General Directorate of Agriculture Riyadh Region.

1. Go to Office 44 with all required documentation to receive the export permit. This will need to be signed and stamped later after a health certificate is finished. POC: Mohammed, +966-11-401-4515 x1081, General Directorate of Agriculture at Riyadh Region, 2511 Imam Abdullah Bin Faisal Bin Turki Road, Office #44 (room ٤٤). Hours 0800-1400.

2. Walk to the veterinarian in the small clinic behind the building and receive a “request for health certificate” paper certifying that the animal was examined. This will need to be signed and stamped in Office #11 (room ١١) once completed. POC: Muhamad Hamad, m.abd.m.hamad@gmail.com.
3. If you are having problems, contact Dr. Majed Al-Farraj, Manager of Animal Resource, in Office #17 (room ١٧), +966-11-401-1271, e1683@moa.gov.sa

r. FAVN (florescent antibody viral neutralization) Rabies Titer Test: This step is difficult to complete while in KSA. A FAVN test may be required during emergency relocation or PCS to certain areas outside of KSA (e.g. Germany, Japan, South Korea, United Kingdom, Hawaii, etc.). Test is often required 90 or 180 days prior to import and the rabies vaccine validity must not have lapsed since completion of the FAVN test. Before entering KSA, ask your veterinarian to submit a FAVN test and then schedule regular rabies boosters. Overdue rabies vaccination will invalidate the FAVN.

s. Saudi General Directorate of Agriculture at Riyadh Region



- 1) GPS coordinates: 24.662136, 46.712646



- 2) Entrance on Imam Abdullah Bin Faisal Bin Turki road. Off-street parking available.



t. For any Specific questions or concerns regarding import/export of pets to/from the KSA, please contact the USMTM Veterinarian or your sponsor.

9. Postal Service

a. The Air Post Office (APO) in the KSA is a United States Military Post office operated by the personnel assigned to Operating Location B, Ninth Air Force, United States Air Forces Central (USAFCENT). Department of Defense, U.S. Air Force, and U.S. Postal Service directives govern your postal operations. Saudi Arabian laws and directives also affect operations. Our goal is to give you efficient, uninterrupted, reliable and courteous service. You can help us meet this goal by following the guidelines outlined below.

b. Proof of U.S. citizenship is required when applying for APO service. A military ID or other U.S. government ID card is an authorized means of proof of citizenship. In cases where citizenship is still in question, local postal authorities will require other documents such as a passport.

c. The use of the APO is limited to authorized personnel and their dependents. Receiving or sending mail for people not granted APO privileges is strictly forbidden. Abuse of privileges will lead to appropriate administrative or disciplinary action and termination of APO privileges.

d. You must notify APO personnel immediately of any changes in duty status (e.g., leave, TDY, reassignment, sick in hospital, etc.), to accomplish this, complete DD form 2258 (Temporary Mail Disposition), obtained from the APO. This will allow us to hold or forward your mail as you instruct. You do not need to report short duration absences (one week or less).

e. The address for personal mail will depend in part upon where you are assigned and to which particular unit you belong. In your first communication with your sponsor, enclose at least one copy of orders so the sponsor can obtain a post office box for you in advance of your arrival. He/she can inform you of your correct mailing address when that has been accomplished.

f. The following items are strictly prohibited from entering or leaving the KSA through the APO:

- 1) Posters, pictures, paintings, books, catalogs, DVDs, video tapes, or magazines depicting nude or semi-nude people and pornographic or sexual items of any type (as determined by KSA Customs).
- 2) Religious items including, but not limited to, bibles, crucifixes, instructional material, or any other items interpreted by customs as religious in nature. History has proved certain items relating to Christmas such as cards, trees, decorations, angels, etc. are subject to confiscation.
- 3) Pork or pork products.
- 4) Alcoholic beverages or any consumable item containing alcohol. This includes distillation equipment and brewing supplies.
- 5) Firearms of any type, including air guns and toy guns.
- 6) Fireworks.
- 7) Government symbols including, but not limited to, stickers and flags.
- 8) Military clothing or equipment, other than for personal use.
- 9) Radio and electronic items including, but not limited to, base stations, hand-held transmitters, cordless telephones, global positioning system (GPS) receivers, etc.
- 10) Candy cigarettes and cigarette advertisements.
- 11) Chemicals, including alcohol (medicinal or industrial).
- 12) Any literature that is determined to be offensive to KSA culture or its people.

g. The following items are extremely scrutinized by KSA Customs. If they contain prohibited content, it can result in fines, confiscation and/or censorship.

- 1) Films
- 2) CDs
- 3) DVDs
- 4) Video Tapes
- 5) All printed matter, such as books, magazines, catalogs, newspapers, pictures, paintings, etc.

h. Use of the APO by Reservist personnel is limited to Official DoD correspondence such as correspondence between the reservist and reserve units, their CONUS headquarters, and service schools. Retired military reserve personnel must reach age 60 and possess a retired I.D. card before they are eligible to use the APO for personal correspondence (First Class letter mail 16oz or less).

i. The important fact to remember is all classes of mail are subject to KSA Customs inspection upon arrival in the Kingdom. If any item is found to be offensive or prohibited as interpreted by the Laws of the Kingdom, the item will be confiscated and the recipient is subject to fines and/or punishment as appropriate.

10. Privately Owned Vehicles (POVs)

a. **Personnel assigned to USMTM are not authorized POVs in the KSA.** Instead, the Saudi Arabian Government (SAG) provides vehicles to USMTM to be used for official purposes and to meet personal needs. The SAG also provides petroleum products, maintenance, and repair for USMTM vehicles.

b. Most personnel will be provided a vehicle. Your sponsor can provide more information.

c. U.S. personnel are allowed to drive in the KSA with their stateside driver's license for up to a year. Personnel on station for longer than one year must obtain a Saudi Arabian driver's license through Mission Relations. Total license associated fees are 200 SAR. Operators are subject to the provisions of the Kingdom's motor vehicle traffic codes/laws both on and off the base. Once the member has a record number all license processing can be completed over a 2-day period. International drivers' licenses are not recognized by the KSA Government; however, it is useful while on leave. Get one prior to departing the States if you think you may need it.

d. Driving conditions are highly dangerous and require the utmost caution. It is customary for many local drivers to ignore stop signs, traffic lights, and traffic direction signs, e.g., ONE WAY. Defensive driving is a matter of survival. Driving requires patience and care. Large increases in the number of drivers and vehicles in recent years mean driving standards may not be as high as you are used to. It is imperative that you obtain a valid Saudi Arabian driving license. This can be done through Mission Relations. Women are prohibited by law to drive any vehicle, including bicycles, except on Eskan Village.

e. Typical traffic violations and fines:

1) Speeding (defined as 10% over posted speed limit) with a fine of 300 SAR

2) Over speeding (defined as 20% over posted speed limit, except 120kph zones, where it is 140 kph or more) with a fine of 500 SAR (Note: Highways where the posted speed limit is 120 kph within city limits and 140 kph outside of city limits; that is the max speed for that road. There is no 10% or 20% overage allowed)

3) Wrong way driving down a one way street: fine 500 SAR

4) Illegal Parking: fine 100 SAR

5) Running a Red Light: fine 3000 SAR

f. Tickets in the KSA are generally not administered via a traffic stop. Most tickets are given via

roadside cameras that will take a photo of your license plate which will immediately generate a ticket in the system that will be sent to the vehicle owner. Our vehicles are leased and the ticket is sent to the leasing company who pays the ticket and submits an invoice to J4 for reimbursement. J4 determines who is assigned to the ticketed vehicle and sends a list to J3. Traffic violation notifications are then sent from USMTM J3 to the individual and his/her leadership. It may be weeks or months before you are notified that you received a ticket due to the delay with the leasing company. The driver is then responsible for paying the ticket through J8 since USMTM has to pay back the leasing company.

g. The person assigned the vehicle is responsible for all tickets. The Provost Marshal Office (PMO) will send a notification to the member. A waiver and/or proof of another driver must be submitted within 10 days, member will take the memo and pay at the J8 cash cage, and member will provide payment receipt to the PMO. Receipt is due 10 days from the date of the memo or the PMO will make contact with you again; after 15 days of non-payment, leadership (Chief of Staff) will be notified.

h. In case of a traffic accident off post, remain at the scene as long as it is safe. Contact the Security Affairs Advisor, Mr. Al-Sharani at 050-525-4630 (cell). Do not admit fault, pay fines, accept money or sign documents. Allow Mr. Al-Sharani to discuss the details with the responding authorities. Report to your chain of command and J4 Vehicle Operations within 24 hours of accident.

11. Transportation

a. Dhahran, Riyadh and Jeddah are International Airports served by several airlines.

b. Space available travel is available to military members and DoD civilians aboard Air Mobility Command (AMC) aircraft out of Bahrain.

1) Mostly cargo comes into the country, and it is relatively easy for passengers to ride the empty airplanes going back to Europe. However, it is more difficult to fly from Europe to the KSA. The price of commercial tickets, one way, from Europe to the KSA, is approximately \$950.00 to \$1,050.00 varying with destination.

2) It is possible to ride all the way to the East Coast of the United States, however, there are no guaranteed seats flying any AMC aircraft. Space "A" passengers may be bumped for cargo or duty passengers anywhere along the route.

3) If you plan to travel around the Middle East and Europe, it is often easier to travel on a Tourist Passport rather than a Diplomatic one; however, the official or diplomatic passport should always be used when entering or leaving the KSA. It would be to your benefit to obtain tourist passports, at your own expense, in addition to your official passport. Tourist passports may be obtained in the KSA from the American Consulate in Jeddah, the American Consulate at Dhahran, or the United States Embassy in Riyadh. A note of caution: tourist passports should be kept on your person when going through customs in the KSA in order to avoid difficulties.

c. Saudi Arabian Airlines (SAUDIA) flies a convenient schedule in country. Traffic Management Office (TMO) have a ticket available for reservation and ticketing; however, travel orders are required for government travel request (GTR) for duty travel in-country if traveling SAUDIA (commercial). Commercial travel is relatively inexpensive. USMTM C-12 aircraft fly to various USMTM locations on a regular basis as well.

d. Along with air travel, taxis are available. After hailing a taxi, it is advisable to agree on the fare before

stepping into the car. It is recommended that everyone travel in pairs or small groups. Limousine service is available at the major airports with fixed prices. When available, USMTM females receive free taxi coupons.

e. Modern public bus service systems operate in most cities and are very reasonably priced. Women have a special section allocated to them.

f. The Saudi Arabian national road network is modern and well maintained. Extreme desert temperatures, particularly in summer, and the scarcity of motoring facilities along the roadway require explicit planning prior to travel. Gasoline is relatively inexpensive.

g. The one railway line in the KSA is operated between Dammam near Dhahran and Riyadh. It is inexpensive and a pleasant four and one-half hour trip one-way by air-conditioned coach.

h. The USMTM Transportation Division (GUTS) consists of C-12 aircraft operated out of Dhahran for official in- country travel by USMTM personnel.

12. Essential Area Information

a. Unaccompanied Baggage (UB) and Household Goods (HHG): SWAP Transportation Office-Riyadh centcom.evab.usmtm.mbx.tmo@mail.mil.

b. TA-50 is not authorized to be shipped to the KSA regardless of what the orders say. If there are any questions or concerns regarding this please contact the SWAP Transportation Office.

c. The KSA is an administrative weight limit area. All shipments regardless of HHG or UB are transported via air and have the same transit time (UB does not get here faster than HHG).

d. US Army, US Air Force, US Marine Corps and US Navy are limited to 2,500 pounds or 25 percent of the full HHG weight allowance (See table below for weight allowances), whichever is greater.

e. If US Navy orders conflict with this guidance consult with the Service member's detailee and include NAVSUP Headquarters in the correspondence. Refer to NAVSUP Publication 490, "Transportation of Personal Property," for detailed guidance or see Navy Household Goods/Personal Property. The contact email address is bhghelp@navy.mil.

| THIS IS THE AUTHORIZED 25% WEIGHT FOR MEMBERS | | |
|------------------------------------------------------|------------------------|---------------------------|
| Grade | With Dependents | Without Dependents |
| 0-10 to 0-6 | 4,500 | 4,500 |
| 0-5 or W-5 | 4,375 | 4,000 |
| 0-4 or W-4 | 4,250 | 3,500 |
| 0-3 or W-3 | 3,625 | 3,250 |
| 0-2 or W-2 | 3,375 | 3,125 |
| 0-1, W-1, or Service Academy | 3,000 | 2,500 |
| E-9 | 3,750 | 3,250 |
| E-8 | 3,500 | 3,000 |
| E-7 | 3,250 | 2,750 |
| E-6 | 2,750 | 2,500 |

| | | |
|--------------------------|-------|-------|
| E-5 | 2,500 | 2,500 |
| E-4 | 2,500 | 2,500 |
| E-3 to E-1 | 2,500 | 2,500 |
| Aviation Cadet | 2,500 | 2,500 |
| Service Academy Cadet or | | 2,500 |

f. A civilian employee is limited to 4,500 pounds for HHG, plus the unaccompanied baggage allowance of 350 pounds.

g. Everyone should be advised that fully furnished government quarters are available at all locations throughout the KSA for accompanied and unaccompanied members. It is not recommended to ship large appliances or items such as stoves, refrigerators, etc., beds, sofas, chairs and shelves as these are provided.

h. Arriving personnel should contact the Transportation Office immediately upon arrival.

i. Personnel are reminded that household goods shipments are closely inspected by KSA customs. Items such as videocassettes and magazines are closely inspected. The same general customs rules apply to household goods as well as mail. Fines may be assessed for importation of prohibited items.

j. **Passport and Visa. Diplomatic passport and visa ARE a MUST for entry and exit from the KSA.** Contact your Personal Affairs Officer for assistance in obtaining and completing the appropriate forms that must be forwarded to the State Department in Washington for passport and visa. **Unless you have the passport and visa in hand upon arrival at the aerial port of embarkation, you will probably incur considerable hardship and delay. If you reach the KSA without a passport and visa, you will be forced to take the next available aircraft out of the country.** Such delays eat into your leave time so plan ahead and process your application for passport and visa early. However, once the visa is stamped in the passport, it is only good for 6 months; so don't plan too far ahead. Additional photographs are useful for further processing into the Mission. They are often needed if you desire a visa to another country. In the event that the US State Department issues an Official passport rather than a diplomatic passport and there is not sufficient time to have it changed, there is no need to delay projected arrival date. Once in-Kingdom, it is a relatively simple matter to have the passport changed. It is suggested you bring about 10 extra passport photos and 10 ID card size photos to expedite your needs. The Government of the KSA refuses admission and transit to holders of a passport or visa with a declaration that it has been or is valid for Israel.

k. Port Call Data. Port of entry for replacement personnel assigned to the Mission is King Khalid International Airport (KKIA). There is no military representative located at the terminal; however, based on our receipt of your scheduled arrival, i.e., date, time and flight number, your sponsor will meet you to provide ground transportation. Timely receipt of port call information on incoming personnel will reduce inconvenience upon arrival in the KSA; therefore, you should provide your sponsor with your scheduled arrival time, by message, as soon as possible. Further, **you are required to travel in civilian clothing**.

CHAPTER 4

DUTY LOCATION – USMTM HEADQUARTERS – RIYADH



1. Local History

- a. Riyadh, the capital of the KSA, developed from an ancient walled city on the historical route between Iran and the Holy City of Mecca. The city lies 535 miles northeast of Jeddah on the Red Sea and 250 miles southwest of Dammam on the Arabian (Persian) Gulf.
- b. Riyadh was captured in 1902 by Abdul Aziz Ibn Saud, who used it as a base for his conquest of the rest of the Arabian Peninsula. After the union of the Hejaz and Najd provinces established the Kingdom in 1932, great steps were taken in the expansion and modernization of Riyadh.
- c. Following the ascension of King Saud Ibn Abdul Aziz to the throne in 1953 and the subsequent movement of government offices from Jeddah to Riyadh, large sums of money have been spent on the city. Roads have been paved, almost the entire old walled city has been demolished, and housing projects and new buildings for the various ministries have been completed. Riyadh is now a major commercial and financial center as well as the seat of government.
- d. Present estimated population of Riyadh is about 7.1 million. The city is linked to the seaport in Dammam by a railroad and to all parts of the Kingdom by an extensive network of fair to good roads. The national air carrier, Saudia, serves all major cities in the Kingdom and several international locations from Riyadh.
- e. Riyadh was originally built near a source of water, as were all cities in the Kingdom. The center of the city -- the "souks" -- lays clustered near the original "wadi" where water was found. The city has expanded in every direction from the original city but generally to the north. New buildings, bridges and ditches appear overnight. The use of concrete in decorative and unusual architectural detail and form is intriguing -- often defying convention. The use of marble is common, some steel frame structures are being erected, and there is extensive use of glass, concrete and new-technology materials. Throughout the city, walls to provide privacy and protection surround homes (or villas).

2. General Information

- a. The climate of Riyadh is much like that of the American Southwest. Summer clothes are worn most of the year, but some warm clothing is necessary for the winter months and for cold-weather travel out of the country. Although most entertaining is casual, there are occasional dressy functions and usually a formal dinner dance once a year. Bring a dress uniform (officers and enlisted). Off the compound, most wives wear an Abaya, which can be purchased at the women's souk (market).
- b. Rumor has it that you can find anything in Riyadh... if you are willing to pay the price! Because of the high prices of imported goods and since you really cannot find everything you can back home, it is a good idea to bring an extra supply of particular items or brands you do not want to do without. Catalog sales are an excellent supplement for items that cannot be found locally. Food markets, snack shops, bakeries, and supermarkets are located within easy driving distance of the compound. Western clothes and shoes are expensive, and American styles are difficult to find. Quality children's clothes are also hard to find and are expensive. Items such as stereos, cameras, calculators, watches, gold, brass, silver, caftans and embroidered blouses are excellent buys. Bargaining is expected in the souks, offering half of the requested price is a good starting point.
- c. Shipment of Household Goods. Some misinformation on weight allowances has been disseminated in the past, so double-check all information with your Transportation Office. Then check it again. Quarters are provided with essential furniture, appliances, glassware, television, and a DVD player. Bring kitchen supplies (i.e., bake ware, potholders, Tupperware), accent pieces for use throughout your quarters and plenty of pictures for the walls. Bringing some tools (i.e., hammer, screwdrivers, and drill) is advisable although many are available through "self- help."

3. Housing

- a. Housing is dependent upon your status here at USMTM and all of our villas are within walking distance to the gym, pool, Exchange, Commissary, and the Eskan Community Center (dining). In general, USMTM personnel are housed as follows:
 - 1) Senior Leaders are housed in a two story private villa.
 - 2) Lt Col, GS-12 and above are typically housed in a standard or split private villa.
 - 3) PCS unaccompanied personnel are housed in a standard villa where junior officers and enlisted personnel typically share a full villa at a ratio of two personnel to one villa. Contingency or surge could increase.
 - 4) PCS Command Sponsored and DoD Civilians with spouses are housed in a standard private villa.
 - 5) TDY SMs are housed in Temporary Duty Villas and may share a villa with a private room (shared bathroom for most) with up to four other SMs at no cost. Daily custodial services are provided to TDY SMs.
- b. All personnel will report to Villa 62-17, Housing Office/Lodging Office after arrival to in process. Prior to your arrival, your sponsor will reserve you a room and provide you with access to your temporary or permanent villa assignment upon your arrival. It is strongly recommended that you reach

out to your sponsor to ensure you will have a residence upon your arrival. TDY Lodging requests will be submitted through your sponsor, or the visit action officer to the housing office. In either case, PCS or TDY, housing will require a copy of your PCS or TDY orders and the sponsor/action officer will need to know your travel plans and specific arrival date. Typically, PCS SMs are moved directly into their permanent residence, but based on availability, you may be placed in TDY lodging until your permanent villa is ready.

c. The Housing Office will maintain a housing waiting list for each category of housing for personnel. This housing list will be prioritized constantly with priorities established in AR 420-1.

d. Specific types of housing units on Eskan Village fall into one of four basic categories and placement of personnel by grade is based on population and availability. Entitlements to various housing and billeting facilities are based upon the following criteria (listed in order of consideration): Flag Officers/SES personnel, type of orders, duration of assignment, rank, and assigned unit footprint. Within each priority category, tenants are assigned housing based on a first-come, first-serve basis. However, the following are examples of standard level of service provided to our customers when possible:

1) **Senior Leader Villas** are two-story townhouse type villas typically configured with a master bedroom/bath, two spare bedrooms with disconnected bath, a den, living and dining room, and full kitchen with pantry. O-6/GS-14 and above are placed in these units.

2) **Standard 5 Bedroom Villas** come in various configurations and house the majority of the USMTM population to include our working offices, TDY personnel, accompanied command sponsored families, unaccompanied junior officers and enlisted, O-5/GS-12 and above. Historically, USMTM villas were all 5 bedroom villas but over the years and through various construction, conversion, and refurbishment efforts, the majority of USMTM villas now have an identical 5 bedroom look on the exterior but the interior floor plans vary...thus the two bedroom and split villa configuration. Over the past 2 years, USMTM has gone to great lengths to refurbish the villas of our junior personnel to include kitchen, bath, plumbing, electrical, and floor tiles. While not all villas have received recent attention, we are working to make things better for you.

3) **Two Bedroom Single Story Villas** are typically where J-Staff Directors in the grade of GS-14, GS-13, and/or, in some cases, command sponsored families are housed. They are configured with a master bedroom/bath, spare bedroom with detached bathroom, living and dining room, and a full kitchen with pantry. Most are located within the immediate vicinity of the ECC/pool/gym area and very close to USMTM Working Campus.

4) **Split Villas** with one bedroom. Our split villas were converted from the standard 5 bedroom villa configuration and it contains two private dwellings/entrances that contain a master bedroom/bath, kitchen, ½ bath and laundry, and a living room. Typically, GS-11/12, O-4s, and in some cases, O-5s and CWOs are housed in our split villas. The picture to the left show both entries (stairs to the main door is the “A” side entrance and the stairwell door to the right is the “B” side entrance). Below is the standard Split Villa Kitchen.





4. Commissary and Exchange

a. The US Military Training Mission through the 1977 Accord between the US State Department and the Government of the KSA is allowed to operate a military style retail store “Exchange” in joint partnership with the Army/Air Force Exchange Service at the Eskan Village Compound in Riyadh, Saudi Arabia. The Exchange stocks adequate quantities of popular brands of toilet articles, soft drinks, tobacco products, photographic and stereo equipment, clothing, and sundries. Most item available in the Army/Air Force Exchange Service (Exchange) catalog are available to be shipped to Riyadh, except firearms and certain religious and holiday items that may be restricted from being brought into the KSA. Check with local store management for a list of these items. Most items that are available can be ordered through the APO mail service. Current catalogs from the principal US mail order houses are also available. Remember though everything sent through the different mail services are subject to customs check by the US and the KSA Government. Customers are reminded that there is a long lead time for items to be shipped and delivered via mail order.

b. The US Military Training Mission through the 1977 Accord between the US State Department and the Government of the KSA is allowed to operate a military style grocery store “Commissary” in joint partnership with the Defense Commissary Agency (DeCA) at the Eskan Village Compound in Riyadh Saudi Arabia. The Defense Commissary Agency ships in a complete line of semi-perishable and perishable items basic to customer needs. Because all items are ship to Riyadh from the DeCA CDC in Germany some stateside items may not be available. The majority of items found chilled in stores in the US are sent to Riyadh frozen due to the lead time, shelf life dates and available chill space. There is a 90-day lead time from when items are order until the shipment is cleared through the KSA customs and reach the store. We place orders monthly to keep as many items in stock as possible. Certain items are controlled and restricted from being brought into the KSA. Such items are pork and pork products. We are allowed to provide a very limited amount of fresh fruit and vegetables, milk, eggs, yogurts, chilled juices and other dairy items from approved local sources from the local economy. USMTM will check and approve all local items purchase and sold in the commissary.



c. **Special and Important note:** The 1977 Accord which allows USMTM to operate the Commissary and Exchange stores on Eskan Village, **does not allow for any contractors to shop in the Commissary or Exchange which includes those who are retired US military who are now working as Contractors for the US Government or Private Companies.** The 1977 Accord goes by current job status not prior entitlements.

d. **Purchasing items from the local market:** The local super markets and grocery stores overseas are not required to meet the same FDA and safe food standards as you are accustomed to with the

commissaries and stateside grocery operations. But they do a very good job at providing similar services that you are used to in the US. The cost of items are normally higher priced than what you will be use to paying back stateside. Most items found in the markets are associated with the Middle East, Iran, Pakistan, India, Japan, and parts of Europe. You will find many US products also available for sale on the open market. But you are shopping at your own risk.

e. Barber/Hairdresser: Eskin Village operates two barbershops and a beauty salon.

5. Postal Service

a. Mailing address for official mail is:

Headquarters, US Military Training Mission
Unit 61300, Box 2
APO, AE 09803

b. Mailing address for personal mail is:

Name
PSC 1203, Box XXXX
APO, AE 09803

c. You are required to pick up your mail regularly if assigned a lockbox. If you are serviced by a Unit Mail Clerk (UMC), they must pick up mail daily. The hours of operation are posted in the APO lobby. Times when mail is picked up from the drop box are posted on the mail deposit receptacles. Unit numbers and lockboxes are subject to closure or deactivation if mail is not picked up regularly.

6. Utilities

a. Utilities are provided, free of charge.

b. The voltage in Riyadh is currently 110/60 cycle but will be 220/60 cycle shortly. Plan ahead and make sure all electronics are 110/220 V approved. The use of a voltage regulators or overload protectors is recommended when operating sensitive equipment.

c. No gas (natural or propane) is used in the housing area, but it is available in bottled form, for outdoor grills, etc.

7. Communications

a. Local telephone service is reliable. While available, all USMTM members will be issued a government cell phone with unlimited data and hotspot capability. The hotspot will allow you to connect your wireless devices to the internet. The hotspot is the most common type of internet for services members although there are other options, but are rather costly when compared to US internet prices.

b. Calling stateside can be done using the phone provided in your villa. To call stateside, you must dial 820 or 825 followed by the area code and phone number of the person/company you are trying to reach.

c. DSN is available on the compound for official use.

8. Sports

- a. Tennis, Racquetball and squash courts are available.
- b. USMTM has multiple sports/fitness events/leagues for those interested, which include flag football, volleyball, softball, soccer, racquetball, yoga, CrossFit, batting cage, driving range, horseshoes, basketball and golf outings. The options vary and can change without notice. Please check with your sponsor if you are interested in joining or attending one of these events.
- c. Running and bicycling are popular sports on the compounds.
- d. Swimming/Diving. The swimming pool is open year-round for recreational swimming. Scuba diving equipment is available for rent (free of charge) at the gym. If you want to learn how to scuba diving, ask your sponsor or visit the library for more information.
- e. Weight-lifting equipment is available on the compound.
- f. There is also a batting cage.
- g. Golf. There is a grass course available at Dirab, which is approximately an hour out of Riyadh. There are also all-sand golf courses available outside of Riyadh. And, there is a driving range available on Eskin.
- h. Hashing. There are groups that go into the desert for a form of running, walking, exploring, and occasional barbecues and overnight trips.



9. Leisure Activities

- a. Movies theaters are new to the Kingdom. The first movie theater opened in 2018.
- b. There is one library on Eskin Village to rent books, movies and CDs. Books not on hand may be ordered. Public libraries are non-existent.



c. USA Today, the International Herald Tribune, the Arab News, and The Saudi Gazette are the major English language newspapers sold in local supermarkets and bookstores. The international edition of TIME and NEWSWEEK are also available. Because English language reading material is both very limited and very expensive here (and frequently censored), you may want to continue any magazine subscriptions you presently take.

d. The Recreation Center can organize activities for personnel on the compound when interest demands. Sports, camping, and hobby equipment is available for loan. The Recreation Center also organizes off-compound tours.

e. Photography can be a rewarding hobby here. However, there are prohibitions against photographing military installations, police stations, and scenes of poverty, religious rites, women, and anyone, without permission. When offended, Saudi Arabians can confiscate film and camera.

f. The entire Arabian Peninsula is primarily sedimentary rock and abundant outcroppings of rock and fossils can be found. Some petrified wood can be found near Riyadh as well. In the desert, primarily around Hafar al-Batin, a form of clear quartz Qaisumah diamonds can be found. These stones can be cut like true diamonds and are hard to distinguish from the real thing. All rocks and fossils are considered a part of the Saudi National History; therefore, you are advised not to remove them.

10. Organized Recreational & Community Activities

a. Small, special interest groups exist throughout Riyadh and can be located with a little effort. Some of the interests represented include chamber music, chess, running, diving, camping, rock collecting, languages, photography, choral music, cooking, Bible study, stamp collecting, sewing, and painting.

b. Horseback Riding is available. Contact MWR for more information.

11. Off-Duty Education: An education department operates out of Eskan Village. King Saud University is generally unavailable to us, but it does offer Arabic classes for men in the evening, which are reputed to be very good. Tapes for learning Arabic are available from the library.

12. Dining Out: In addition to the Eskan Community Club, there are many local restaurants which are worth a try. Several "four star" restaurants operate in conjunction with the major hotels and many other restaurants operate independently. There are a number of fast-food establishments in the area.

13. Trips Out of Country There are several methods USMTM personnel and their dependents can use to travel out of the Kingdom -- on military carriers via "Space A" or at reduced rates on commercial carriers. Paid EML may be available for military personnel so that they and their dependents may travel round trip from Riyadh to JFK or Washington, DC. Since the regulations that govern these procedures change frequently, you'd be well advised to wait until you arrive to find out what is available at the time.

14. Local Sights

a. Mismak Fort. This large adobe fort near the center of town was the refuge for the Governor of Riyadh during the attack on the city by Abdul Aziz Ibn Saud in 1902.

b. Museum of Antiquities. The Department of Antiquities operates this museum to display archaeological findings from the KSA dealing with pre-Islamic civilization of the Arabian Peninsula. It

also contains some exhibits of native art from the more recent past.

c. Museum of Folklore. The Department of Languages of King Saud University (formerly Riyadh University) maintains this exhibit of folk crafts. Its primary purpose is to serve as a laboratory for the study of Arabic, but is interesting for its display of utensils, tools, costumes, transportation, and jewelry.

d. Museum of Natural History. Although a great deal of the KSA is desert, it also has high mountains that once supported lions and still houses a colony of baboons. This museum, also operated by King Saud University, has displays showing the wide variety of wild life found in the Kingdom.

e. Archaeological Findings of the Empty Quarter. King Saud University also has a permanent exhibit of findings from the site of a village that was an active, pre-Islamic trading center in what is known as the Empty Quarter.

f. Camel Races. Every spring the King sponsors a 26- kilometer camel race, which is known for its festivity and large purse.

g. Al Diriyah. This small, mud-walled hamlet, about 15 kilometers from Riyadh, is the ancestral home of the Al Saud family. Many of the old homes remain and are still occupied. There are several good places to picnic and many interesting ruins to walk around.

h. Several one-day trips can be taken to the desert from Riyadh.

15. Things You Might Not Think of Bringing, But Should Consider

a. More shoes, sandals, bathing suits, and underwear than you think you will need, everything wears out quicker here.

b. Pictures for the walls.

c. Entertaining cookware and serving pieces.

d. Hand tools, drill with concrete bit.

e. Hobby and sports equipment.

f. Personal Computer and/or Cell Phone. You have the option of bringing a computer or purchasing one upon your arrival. Should you not ship one, you can have a computer made to your specifications on the local economy. The prices are very competitive, primarily due to the low cost for labor.

g. Final Word of Advice: Be prepared for a way of life, both on and off the compound, which will probably be very different from that to which you are accustomed. If you forget everything on the list above, do not worry about it -just do not forget to pack your sense of humor and an unlimited supply of patience! The attitude you bring with you will make - or break - your tour in the KSA.

CHAPTER 5

DUTY LOCATION – DHAHRAN



1. Life in Dhahran

a. Dhahran is located in the Eastern Province of the KSA on the Arabian Gulf. USMTM AFD Airmen work on King Abdulaziz Air Base (KAAB), and AMD soldiers work at various Patriot battalions throughout the Eastern Province. All personnel live in the Al-Rushaid Village compound which is located ten minutes from KAAB and situated on the south side of the city of Dammam (the capital of the Eastern Province). The Village is conveniently located near multiple shopping centers, the Corniche (the coastal leisure area), less than ten kilometers from the U.S. Consulate General, and about ten minutes from the Arabian American Company's (ARAMCO) largest community where many Americans and expatriates reside.

b. Al-Rushaid compound is divided into four small “villages” each of which is gated. You’ll live in Village 2 or 4 which are joined by the same gate. You’ll find a restaurant in Village 2 and a small coffee shop with light food in Village 1. Everything within the compound is within walking distance, but a bicycle is commonly used by residents to transit between each village.

c. As you have probably read, the KSA is a conservative country. However, the coastal areas of Dhahran and Dammam allow for a more relaxed environment, and daily life on the compound is very much like a small community in the United States. Western attire is fully permitted in Al-Rushaid Village. Off the compound and in KSA communities, you should respect local customs, which includes dressing conservatively (you’ll feel more comfortable and your KSA neighbors will appreciate your courtesy). USMTM will provide a detailed local customs and culture brief when you in-process. Please ask your sponsor if you have specific questions prior to your arrival.

d. Life in Dhahran will be an adventure, quite interesting, and definitely educational. You’ll have opportunities to travel and gain knowledge about an area of the world that has certainly gained new importance recently. Three important elements you should bring with you are: a thirst for adventure, a sense of humor, and a great deal of patience.

2. Packing Suggestions

a. Bring lightweight clothes and a pair of sandals or flip flops for the summer heat. A pair of linen or cotton pants and neutral colored button up or collared shirt will work for standard day-to-day trips off the compound. You’ll wear cool cottons during the warm months, but a fleece or light jacket will be useful during the cooler months of January and February. If you plan to take winter trips out of country, you’ll need standard winter clothes. It rarely rains, but when it does, it’s usually heavy. As such, a raincoat could be useful. Women wear conservative long dresses or slacks when in town. Additionally,

consider packing nice eveningwear since Al-Rushaid hosts several parties throughout the year, and there are dozens of fantastic dinner restaurants nearby. Long skirts are very popular for the women, and they may wear party dresses on the compound or at private functions when no Saudi Arabians are in attendance. Clothes are readily available at the various local shopping centers.

b. All styles of footwear are available locally at a regular prices. Bring a pair of dress shoes (for special events) and flip flops or sandals (for casual wear on and off compound) in addition to your gym shoes.

c. American toiletry items are expensive in town and they may not carry your favorite brand. However, the local shopping centers have plenty of regional brands from which to choose and some interesting international options. If you're devoted to a particular American product, ship or pack your favorite brand and/or ask your sponsor for its availability in the KSA. Remember, just about everything can be ordered online and shipped to your APO address.

d. The Al-Rushaid villas are fully equipped with every appliance you'd expect in a furnished home. We have standard US 110V outlets, as well as 220V in our villas. The compound management and/or USMTM J4 will provide all standard houseware items.

e. 5 gallon hot/cold water dispensers are located in each villa. You'll have four jugs of water which USMTM replaces as needed. A personal water bottle may be desirable for refilling at your villa and taking to work.

f. If you're sensitive to the sun you'll want a hat for general outside use, and it is advisable for ladies to take along a headscarf when visiting small villages or traveling to Riyadh.

g. Sunglasses are a must for the sun and dust. Be sure to allow for loss and breakage if you wear prescription lenses. Glasses are available on the economy but are more expensive than in the US, and it's difficult to procure prescription replacements through USMTM.

h. Patio chairs are provided, but they get dusty quick. A portable camping chair comes in handy during outdoor events. Charcoal grills and ice chests are located at most villas.

i. Feel free to ship sports equipment (golf clubs, tennis racquets, fishing gear) as desired. Bicycles come in handy on the compound.

j. Bring your swimsuit if you intend to enjoy the Al-Rushaid pool.

k. Since this is an unaccompanied tour, a hobby or project can help you remain productive. Bring any specific hobby items you may desire. Again, just about everything can be purchased online and shipped to your APO address.

3. Life Support

a. There are many places to buy food in the local area and the cultural offerings are extensive (Chinese, British, Japanese, Bangladesh, Indian, Australian, to name a few). Fresh fish, meats, fruit, produce, and dry goods are available. The local supermarkets stock many U.S. and organic products, but you will pay more.

b. Full service banking is generally not available. Be sure to setup electronic banking and bring an ATM card in addition to your credit card.

4. Postal Service

a. Your mailing address:

First Last (no rank)

Unit 66801

APO AE 09858

b. The APO mail facility is located on the Consulate, and mail is normally delivered to APO every work day. Standard USPS first class mail usually takes 10-12 days for delivery once it arrives at the last US city prior to being shipped overseas. You'll need to setup a USPS online mail account to ship anything from the Dhahran APO.

5. Communications: USMTM will issue you an iPhone with a ".mil" email capability during in-processing, and you'll have a local telephone in your villa. Please see USMTM J6 for the current iPhone policy.

6. Vehicles: You'll sign for a leased SUV once you arrive in Dhahran. USMTM covers the lease, and fuel is obtained free of charge on base when using an issued "gas card" (the card is procured from Dhahran Mission Relations office).

7. Health Care

a. Medical & Dental Care: USMTM personnel are eligible to use the MODA hospital located on the Dhahran Air Base (KAAB) as well as TriCare approved local hospitals. Additionally, full military base medical services are available at the Bahrain NAS.

b. Medications: Medications are available at the MODA hospital with a doctor's prescription. If you carry medications into the Kingdom, ensure you have the prescription. You can also get medications at the USMTM dispensary in Riyadh.

8. Sports

a. The Al-Rushaid Village compound offers a variety of sports and routinely organizes team events in the gym. The summer climate is rather hot and often humid with temperatures reaching 120 degrees. There's seasonal wind, and outdoor activities are difficult for people with sinus-type problems. During the fall and spring, the weather is pleasant but flies are abundant. The winter provides some rain, cool daytime temperatures, and a few cold nights.

b. Tennis is a year-round popular sport within our compound. There are tennis instructors available for a fee.

c. There's a standard size billiard table in the bowling alley at no charge.

d. Running is a popular activity on the compound and along the Corniche.

e. There's a leisure pool in Village 2 and lap pool in Village 1. The swimming pools are open year-round on the compound. The pool in Village 2 is heated in the winter.

- f. Organized softball leagues exist for adults in the spring and fall although all games are played off the compound in Dhahran or Al-Khobar.
- g. A course is located on ARAMCO and in Bahrain and Riyadh.
- h. There's a small bowling alley in Village 1.
- i. There are gym facilities within each compound village containing a variety of free weights, Nautilus machines, and dumbbells. Various classes are offered throughout the month.

9. Leisure Activities

- a. Every villa is equipped with a television set with IPTV, internet, and wifi. You'll receive approximately 50 stations with a handful in English. Major news networks are available (MSNBC, CNN, Fox) and some movie channels which are also in English. Pack a music system or Bluetooth speaker if you'd like to listen to music in your villa.
- b. There are three English-speaking radio stations in our area of reception (NPR/BBC, Bahrain Radio, and Saudi ARAMCO).
- c. There are books for loan located in the Village 1 coffee shop and in the Village 3 common area.
- d. Half Moon Bay Beach access is located less than 30 minutes from the compound.
- e. Bahrain. Should you feel the need to get away and experience a more westernized environment, Bahrain is just a short drive away. The US naval base in Bahrain has a good sized NEX shopping area (electronics, clothing, sporting goods, commissary, etc.), and there are dozens of Americanized chain restaurants comparable to any average U.S. city.

CHAPTER 6

DUTY LOCATION – JEDDAH



1. The City of Jeddah

a. Jeddah, located on the Red Sea in Western Saudi Arabia, is one of the world's oldest inhabited places with tradition saying that Eve was buried here after she left the Garden of Eden. It is a centuries-old route to Mecca for pilgrims throughout the Islamic world and has become one of the world's most cosmopolitan cities.

b. Today, four million people live in Jeddah and approximately half of them are foreigners. It is Saudi Arabia's greatest commercial center. "Jeddah" is variously spelled Jidda, Juddah, and Jeddah.



2. Recreation, Entertainment, and Area Attractions

a. On the compound are tennis courts, squash courts, a restaurant, six lane bowling alley, game room, Nautilus exercise facility, a whirlpool, a sauna, laundry/dry cleaners, several swimming pools, a weight room, a small supermarket and a boutique. These facilities are maintained by Arabian Homes, which is a British firm. Scuba diving, hiking, geographical history, archaeology clubs, and more are available.

b. Area attractions include shopping in the local souks (markets) which have a wide variety of merchandise from around the world. Restaurants serving American, Asian, European, and Middle Eastern foods are abundant in the city.

3. Clothing

a. The climate in Jeddah is hot and humid year round. Navy personnel should bring several sets of Navy Working Uniforms (NWU Type III), Khakis, Summer Whites, and Mess Dress uniforms. One set of Service Dress Blue and Winter Blue uniforms should be sent for wear on TAD in Riyadh and other locales in the winter. Most travel is done in civilian clothes.

b. Army personnel should bring one extra set of the class B uniform along with one Class A uniform and mess dress, dress blues, or whites if available.

c. All officers should bring two suits and casual dress attire. Otherwise, civilian clothes are usually informal. Short sleeve shirts, blue jeans, shorts, sandals, etc., are perfectly acceptable for off-duty wear on the compound. However, most people will prefer to wear nice slacks and a good sports shirt to parties, dinners, etc. Sweaters, jackets, and raincoats are seldom worn in Jeddah due to the climate, but may be worn at inland regions during the winter. Bring hiking attire if you are interested in hiking as a hobby. Many opportunities will occur throughout the year.

4. Things to Bring. Check with your sponsor to find out exactly what household items and appliances you should bring with your household goods. The kitchens have stoves and large refrigerators. Since each apartment has three or four large rooms, few people bring enough to decorate them all. Personal towels, bed sheets, and bedspreads should be brought as well.

5. Recreational Opportunities. You may want to bring SCUBA equipment, a tennis racquet, racquetball and squash rackets, salt water fishing gear, good running shoes, camping gear, etc.

6. Postal Service. Jeddah has a full service APO, including registered mail, money orders, claims, and inquiries, and stamp sales. First Class and Priority Mail from CONUS usually arrives within 2 weeks; mail going to the US usually takes 2 weeks as well. The address for all Jeddah USMTM personnel is:

Rank/Name
UNIT 62101
USMTM DET JEDDAH
APO, AE 09811

a. Standard KSA mail restrictions apply. No alcohol, pornography, pork products, or weapons may be mailed to the KSA.

7. Telephone. Long distance is usually dialed direct 011-966-2-691-0672 or 691-0192 but check with the operator first. Sometimes calls can be made by calling Washington D.C. switch, ask for USMTM Riyadh operator, then ask for Jeddah (city code 2) 691-0672 or 691-0192.

8. Community Life. Jeddah is an international city containing mostly Consulates, the bulk of the Embassies having moved to Riyadh. Numerous social functions occur during the year at the varying civilian, military, and government facilities in the "foreign" communities. Most of these events are informal.

9. Riyadh Commissary. Food may be obtained by order from the US Army Commissary in Riyadh on a weekly basis. There are well-stocked local supermarkets available.

CHAPTER 7

DUTY LOCATION – KHAMIS-MUSHAYT



- 1. General:** Khamis-Mushayt is the Headquarters of the Southern Area Command and home of the Field Artillery and Infantry Schools located on King Faisal Military City (KFMC), Group 4, RSADF Headquarters, and King Khalid Air Base (KKAB). The city is a thriving market center with a population of over half a million according to the 2014 Census. Khamis provides products and services to support the large military installations and a market for the extensive agricultural production of the area.
- 2. Operations/Quarters:** KKAB and KFMC are the largest military installations in the Khamis area. Commercial air traffic is routed to Abha International Airport (AHB), a 20-minute drive from the Nassim Compound. Fully furnished quarters are available for military personnel on the PS1 Compound (subset of Nassim). Even though the quarters are fully furnished, personnel may want to bring personal comfort items. The latest information on what to bring will be available through the sponsor program. The ranch style houses are approximately 2,000 sq. ft. in size, have 3 bedrooms (one bedroom serves as an office), 2 full and 1 half baths, living room, dining room, with attached carports. Additionally, each USMTM advisor will be provided a vehicle for personal transportation needs.
- 3. Facilities:** Military personnel have a variety of facilities available to them. The facilities include pools, gyms, a bowling alley, racquetball courts, barber shops, snack bars, two small commissaries, a small library, basketball and tennis courts, and a small Par Three Executive Golf Course.
- 4. Climate:** Those assigned to Khamis-Mushayt are fortunate for its climate is one of the best in the Kingdom. Situated in the mountainous Asir region at 6,700 ft. elevation, conditions can be described as moderate. The months of March and August are known for their afternoon rains and thunderstorms. The rest of the year is dry and sunny with temperatures ranging from 70's in the spring to the 80's and 90's during the summer. Coats are a necessity in the evenings during the chilly winter months when early morning temperatures can easily drop to freezing.

5. Community Life: Khamis has a very small military community consisting of USMTM personnel and contractors. The Compound is shared with the civilian community which is made up of personnel from such companies as Al- Salam, Boeing, Lockheed-Peace Shield, Warner Robins, PKL, ManTech, Raytheon, and ALC-Peace Sun.

6. Postal Service: There is a partial service postal facility at Khamis supporting the US forces. Since Khamis is on the end of postal service operations, it takes about two weeks to receive mail or send mail to the US. The address for Khamis is:

USMTM-Khamis

Rank/Name UNIT 94115

APO, AE 09803

7. Other Services: DSN is unavailable and Internet service in villas are available at out-of-pocket expense however, USMTM provides a government cell phone with internet hot spot capability. A commissary and exchange shopper service is available which allows for the ordering of commissary foodstuffs and exchange items from Riyadh which are available bimonthly via commissary truck.

8. Recreation: The Nassim Compound offers some recreational activities. There is swimming, tennis, racquetball, and community led events with the residents. Within three hours driving is snorkeling and scuba diving at the Red Sea. (Scuba certification classes are available from qualified personnel). Within a short driving distance of the city, one can sightsee, picnic, trace old camel caravan routes, visit the Empty Quarter or just drive and appreciate KSA culture in the Asir region.

9. Military Members: Bring plenty of uniform items, as these are not available in the Kingdom. House voltage is 220V with American-style 110V outlets. However, power converters available within the quarters. Bring a valid stateside driver's license and at least 6 passport pictures for various ID cards and passes.

CHAPTER 8

DUTY LOCATION – JUBAIL



1. General

- a. King Abdul-Aziz Naval Base (KANB) is located just south of Jubail Commercial Port (JCP) and the associated industrial zone. It is 90 kilometers (~55 miles) northwest of the U.S. Consulate in Dhahran, which translates to a one-hour drive over a heavily-traveled highway.
- b. KANB stretches nearly 10 kilometers (6 miles) along its north-south beachfront on the Arabian Gulf and averages about one and one-half kilometers (one mile) in east-west width.
- c. With the completion of the initial construction in 1980, KANB has an extensive waterfront, dry-docking and shop repair facilities, a training complex for several hundred students in a variety of naval curricula, supply, public works, housing, community services, and other base support buildings to accommodate RSNF requirements. The U.S. Army Corps of Engineers designed and constructed KANB's original base and facilities.
- d. Ras Al Ghar (RAG) Marine Base is located 30 Kilometers, roughly 25 minutes, south of Al Ventura Village and is the home of Eastern Fleet RSNF Marines. This small base houses the 1st Marine Brigade, Marine Schools, 1st RSNF Special Forces Group, and the Special Forces School. All RSNF Marines and Special Forces will conduct their Basic Training and Advanced Courses aboard RAG. RAG also contains a 3 kilometer pier built by the U.S. Navy SEABEES during the first Gulf War.
- e. RAG is very small by American standards and has minimal training facilities. This includes minimal live-fire training space, 3 static rifle ranges and a shoot-house, and several square kilometers of open desert for non live-fire training. Additionally, RAG contains both a NATO and USMC Obstacle Course, Rappel Tower, and a small MOUT Town. Base amenities include two modern gyms, an Olympic size swimming pool, and an Officers Club serving breakfast and lunch. All medium and heavy machinegun or rocket/grenade live-fire events are conducted at Ras Al Khair, 3 hours north of Jubail.





- 2. Housing.** Fully-furnished, villa-style quarters are designed for double-occupancy (O-4 & below) or single-occupancy (O-5 senior detachment members), and are located off-base on the Al-Ventura Village (AVV) compound. These villas have a fully-equipped kitchen, washer/dryer, a combined living and dining room, two bedrooms, two and a half bathrooms, and a small back yard. The compound is a walled enclosure containing villas, 25-meter heated/cooled pool, sundeck, recreation room, fitness facility, basketball court, tennis court, squash court, golf pitching and putting green, a mini-mart, and a high-quality restaurant.
- 3. Dining.** KANB's Officers and Enlisted Clubs, as well as several on-base restaurants, provide alternatives to cooking at home, and there are a number of commercial restaurant establishments in "New Jubail," also called Fanateer, which is approximately 25 minutes north of the compound. In "Old Jubail," which is the area around the compound, there are a number of less expensive restaurants and grocery stores where many Detachment members get food. One hour south of Jubail is the Dammam/Khobar/Dhahran tri-city area, which has a much more extensive range of options for dining. There is also a restaurant on the Al Ventura Village Compound, and when guests stay in the compound's TDY villas breakfast is included at no extra charge.
- 4. Commissary.** DOD personnel in Jubail have two Commissary options. They can order food at the end of each week from the Commissary located at Eskin Village, and a delivery truck brings the food to the compound each Tuesday evening. Alternatively, detachment members can drive two hours to Bahrain and use the Commissary located onboard Naval Support Activity (NSA) Bahrain.
- 5. Exchange.** DOD personnel stationed at Jubail can drive two hours to Bahrain to use the Navy Exchange located onboard NSA Bahrain.
- 6. Off-Base Shopping.** Jubail, as well as the Dammam/Khobar/Dhahran tri-city metropolitan area, offer a variety of foodstuffs and goods for sale. Prices for some items can be high, so it is important to pay closer attention to individual prices than one would in the U.S. to avoid paying exorbitant costs. The selection at the compound's mini-mart or on KANB make off-base shopping nearly a necessity for many detachment members, and most buy fresh fruits and vegetables, breads and pastries, meats, fish, and dairy products at grocery stores in town. The cost of living allowance (COLA) helps to off-set the higher prices personnel may face with off-base shopping.
- 7. Recreation and Entertainment.**
 - a. Several miles of usable beachfront, fishing, and the nearby reefs of Jurayd Island combine to make Jubail very attractive for the salt-water enthusiast. Al Ventura Village has outdoor courts for tennis and basketball, which are lighted for cooler evening use, and there is an open field where detachment members can play team sports. The Detachment members have occasionally participated in local team sports, usually at the Saudi Aramco compound, including softball, rugby, and bowling. Tennis,

racquetball, and squash courts are also available at the Royal Commission Industrial complex about ten miles from the Al Ventura Village compound.

b. Additional recreational facilities at the Al Ventura Village compound include pool, darts, and billiards. Movies from the Navy Media film program arrive monthly, and Al Ventura Village plays new movies every night of the week on a designated cable channel available in all villas. A number of local Arabian Gulf radio stations can be received that play American and Western popular music, and the villas' cable input provides a wide variety of TV channels. Additionally, each villa is equipped with an HD Armed Forces Network (AFN) receiver to provide more options from the United States.

8. Postal Services. U.S. Mail for personnel in Jubail is received at the APO in Dhahran, which is located on U.S. Consulate Dhahran's compound. Detachment personnel are assigned as mail clerks, and once per week they drive to the compound to pick up mail for the Navy and Marine Corps team. The APO in Dhahran provides all postal services available at any U.S. post office, including purchasing stamps, money orders, mailing packages, etc. The mailing addresses are:

NAVY

RANK & NAME

C/O USMTM NFD DET JUBAIL

UNIT 66831

APO, AE 09858-6831

USMC

RANK & NAME

C/O USMTM MFD DET JUBAIL

UNIT 66832

APO, AE 09858-6832

9. Communications

a. Detachment Personnel are issued iPhones when they check-in to USMTM, and these are the primary means of communication by phone.

b. Additionally, detachment personnel can be reached on a commercial phone line in the Detachment Jubail Office, located onboard KANB. To contact the Detachment Office, dial +966-13-364-1851.

c. Commercial telephone lines are available in the Al Ventura Village compound, but differ from villa to villa. Contact individual detachment members to obtain specific villa phone numbers. For detachment members, phone lines are not paid for by USMTM, so outgoing phone calls are made at individual personal expense.

10. Climate and Clothing. Jubail is very similar to Dhahran and Bahrain in average daily temperatures; however, its coastal location produces somewhat higher relative humidity and occasional fog and mist. Personnel are required to bring the full "sea bag," which means all Detachment members should have the range of required USN or USMC uniforms, including service dress and mess dress uniforms. Also, extra shoes and socks are also important items. The uniform of the day at KANB is the NWU Type III camouflage uniform and Desert MARPAT, sleeves down, for USMC personnel, and most days this is the uniform advisors will wear. There are, however, special events and award ceremonies that occur from time-to-time, and it is wise to have any uniform available at a detachment member's disposal. U.S. Advisors wear the equivalent uniform to their KSA counterparts. Detachment members should bring at least one civilian suit for formal social gatherings at the U.S. Consulate and sometimes at Exercise Planning Conferences in Bahrain. When traveling off-compound, short sleeve shirts and long pants are the minimum requirements for travel.

11. Medical Services. The RSNF Navy Hospital located at KANB is the easiest source of medical

treatment for Jubail personnel. All personnel have access to TriCare International SOS (ISOS), which is always an excellent option when seeking to address medical issues.

12. Vehicles. All personnel are assigned vehicles with free gas and maintenance. Detachment members refill vehicles on KANB or RAG.

13. Monetary Services. ATMs are located on KANB, RAG, and throughout Jubail.

14. Laundry. Clothes washers and dryers are available inside the villas at the Al Ventura Village compounds. Dry cleaning is available throughout Jubail at commercial dry cleaners.

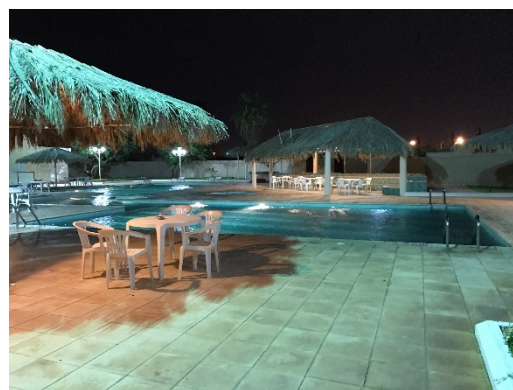
15. Barber Shop. Haircuts are available for detachment officer members on KANB at the Officers Club, RAG and barber shops located off the compound in the community are available for all members.

CHAPTER 9

DUTY LOCATION – TABUK



View of the main building / restaurant



Al Fal Pool and Hot Tub at night



Typical Villa



Typical Kitchen

- 1. General Information:** Tabuk is an agricultural market center with a population of roughly 100,000. It is the home of the Northwest Area Command at King Abdul Aziz Military City. Units stationed in Tabuk, as part of the Royal Saudi Land Forces (RSLF), are the 7th and 12th Armored Brigades, 8th and 14th Mechanized Infantry Brigades, the RSLF Airborne School and Brigade, the RSLF Armor Institute, and the King Faisal Air Base with the F-15 2nd Squadron. Currently, the Brigade Advise and Assist Team (BAAT) is conducting direct unit level advising with the 8th Mechanized Brigade. Advisors can plan on engaging with their partner units on a daily basis.
- 2. Facilities, Housing:** The BAAT team lives on the Al Fal Compound, which is situated just outside of Tabuk and is approximately twenty minutes from the Military City. The compound is modern, well-maintained, and has most amenities one would need. It includes a large weight room with free weights and Nautilus equipment, sauna, racquetball / walleyball court, a swimming pool, tennis court/basketball court, and a nine-hole golf course. There are ample roads for running within the compound. USMTM personnel will reside in a two-story, three-bedroom villa. They may be single or double occupancy depending on the assigned strength at the detachment. Each villa has a large living room, office space, dining room, and full kitchen with additional freezer and refrigerator storage space. Kitchens have dishwashers and washer/dryer setups. The villas are fully furnished.
- 3. Communications:** Each USMTM member will be issued an iPhone with an unlimited data plan. This

phone serves as the member's WiFi hotspot for internet capability in the villas and at work. Internet speed is generally pretty good by today's standards, although at times it can be slow during the evenings when usage volume is high. Members have found that bringing a personal phones/iPads, equipped with a VPN are a good method to remain in contact with family members. Members are strongly urged to bring a personal laptop, although a government laptop will be issued upon in-processing.

- 4. Transportation:** Currently the team has 10 SUVs assigned as our method of transportation. An advisor can expect to share a vehicle with another advisor, depending on the unit strength. Advisors who advise the same organization will share a vehicle to minimize complexity. Fuel is available on Military City, at no cost to the advisor.
- 5. Climate:** The climate in Tabuk is very similar to the Southwest and has been compared to the Tucson area. It is quite hot and dry during the summer months, but can and does reach temperatures near freezing during the winter months. Annual rainfall is almost nonexistent except for occasional thunderstorms during a brief rainy season.

6. Services

- a. Commissary supplies and Exchange items are obtained by order from the commissary and the Exchange in Riyadh. Local supermarkets are available and most detachment personnel make trips into Tabuk routinely. These supermarkets are comparable to those in the US, but some western foods are expensive. The commissary delivers to Tabuk on the first and third Saturday of each month, however, the commissary does not ship produce items.
- b. There is a small restaurant within the compound serving lunch and dinner nightly and breakfast on the weekends. There is also a small shoppette on the compound, next to the restaurant, which carries basic sundries and is open daily. Each member will receive a coupon book for bottled water which is provided at the shoppette.
- c. Tabuk does not have an APO on site but receives mail from the APO in Riyadh through DHL. One to two detachment personnel are trained and appointed as mail handlers, and make daily runs to the DHL office in Tabuk to pick up incoming mail. Amazon Prime ships to the APO address below for most items, and average delivery time is roughly 2-4 weeks. Currently, most mail is arriving within 2 weeks of shipment from the states.

NAME
LFD TABUK UNIT 94114
APO AE 09803

- 7. Recreation:** In addition to the activities available in the compound, the local area has many interesting activities. There are interesting geological and historical sites nearby, including Mada'in Saleh, an ancient ruins built by the Nabateans, the same civilization which built Petra in nearby Jordan. Jordan can be visited fairly easily, and some of the best scuba diving in the world is available in the nearby Red Sea. Personnel interested in scuba diving will need to bring their own gear or can purchase dive gear locally. USMTM does not maintain dive equipment as part of our mission. Tabuk has many western style restaurants as well as numerous Middle Eastern restaurants and stores.
- 8. Additional Comments:** Tabuk is a very conservative Muslim community, but it is also a military town. Although Westerners are generally welcome, they must conduct themselves in socially and

religiously acceptable ways. Because of these restrictions, close comradeship develops between USMTM members and other Westerners in the area. This tour provides a great opportunity to complete self-study programs such as PME, etc., and also gives individuals a great chance to improve personal physical fitness.

CHAPTER 10

DUTY LOCATION –TA'IF



1. General Information

a. Ta'if is located in the western part of the KSA just over the Hada Mountains above Mecca and nestled on the eastern slopes of the Al-Sarawat Mountains. Famous for its salubrious climate, scenic beauty and variety of fruits, Ta'if is the Summer Resort for many of the Arabian Peninsula inhabitants. Ta'if is also known as the City of Roses because of the rose fragrance of neighboring orchards. Taif also has an extensive history tying into many Islamic Pilgrimages as well as being the Summer Capital for previous Kings of the KSA.

b. Even with the cool summers, Ta'if is still considered to have a hot desert environment with hot summers and mild winters. Compared to Jeddah and Riyadh, Ta'if temperatures are not as extreme. Summer (Mid 70's (23C) - Upper 90's (35C)). Winter (Upper 40's (9C) - Mid 70's (23C)). Precipitation occurs pretty much year round with the majority of it coming in the spring.

c. Ta'if is home to the Royal Saudi Land Forces' (RSLF) Supply, Ordnance, and Signal Institutes where all Technical and Leadership training occur for each Corps.

d. The Ta'if detachment is a small detachment consisting of three advisors responsible for advising the institutes on methods of improvement, modernization and best methods to improve how they educate the force from a technical and leadership stand point.

2. Compound & Life Support: The Ta'if Detachment is located on the Royal Saudi Air Forces' (RSAF) housing annex Al Gaim. The Compound is a quiet and remote location with limited amenities and life support. (TCNs operate the compound for the RSAF and will clean your car and villa for a nominal fee)



Al Gaim pool and gym



Al Gaim villa

3. Housing & Facilities: The Detachment has three villas that all have a fully equipped kitchen, washer/dryer, a living room, dining room, two bedrooms, and two and a half bathrooms. The compound is a walled enclosure containing roughly 125 villas (about 30% filled), pool, sundeck, recreation room, exercise room, and library. All furniture and major household appliances are provided. (constantly working with RSAF to improve the facilities)

4. Dining:

a. **On-Base:** There are no restaurants or snack bars on Al Gaim.

b. **Off-Base:** There are multiple fast-food locations throughout Ta'if where you can get burgers, fries, tacos and more. There is only one US style sit-down restaurant within the Ta'if area. If more of a variety is desired, Jeddah offers many more options and is a few hours drive away.

5. Shopping:

a. **Commissary:** A small and poorly stocked on-base, contractor-run, RSAF commissary/mini-mart is available to all personnel at Al Gaim. The Riyadh commissary provides weekly deliveries to the detachment. Orders are placed weekly through email and charged to your Credit Card or Debit Card. Local grocery stores are available for a majority of fresh produce, meats, and dairy products. Most

things can be purchased locally.

b. **Exchange:** There is no Army & Air Force Exchange on Al Gaim. If needed, special orders can be made through the Exchange in Riyadh.

c. **Off-Base Shopping:** The Ta'if metropolitan area offers a variety of foodstuffs and trade goods for sale. Prices are somewhat high but the selection and quality of certain items make off-base shopping almost a necessity, especially in the areas of fresh fruits and vegetables, breads and pastries, meats, fish and dairy products. A COLA helps to off-set the higher prices involved with off-base shopping.



Al Shafa scenic area.

6. Recreation, Entertainment, and Site-seeing:

a. There are a few site-seeing locations within the Ta'if area, Al Shafa and Al Hada. Each of these locations are mountains regions with magnificent boulder piles making large mountains. These are great day trips.

b. Ta'if has a few festivals to enjoy as well. The Rose Festival, Honey festival, and the Souk Okaz Festive are festivals that celebrate the local roses, honey and historic Souk that has been held on the same place and time as the Souk many years in the past. Attending these festivals are a great way to immerse yourself in the local culture.

c. Ta'if has limited recreation opportunities. However, Jeddah offers many Recreation opportunities ranging from Beach Lounging to scuba diving. Head down to Jeddah to find your perfect recreational outing.

d. With the Princes new entertainment initiative, Jeddah, is a center for many of his new entertainment events. Keep your eyes on the events calendar for Jeddah and enjoy an entertaining weekend for some R&R.

7. **Postal Services:** US Mail for personnel in Ta'if is received at the APO Riyadh then shipped by DHL to Ta'if. The APO in Jeddah provides all other postal services such as purchasing stamps, money orders, mailing packages, etc. The mailing address will be:

NAME
USMTM - Taif
UNIT 94113
APO, AE 09803

8. Communications:

a. There is one DSN telephone line available on a limited basis for making personal calls to the United States. But the primary use is for official communication between Riyadh and Ta'if.

b. Each Advisor is provided and in-country cell phone for in-country communication and unlimited data service that supports tethering. Tethered data can be used for Moral and back home communication.

9. Medical: The Ministry of Defense hospital, in Ta'if, is the main source for emergency medical treatment for Ta'if detachment personnel. Standard Medical Support is provided by Eskan Medical Treatment Facility in Riyadh. Consider bringing basic over the counter medication for sinus congestion, and minor aches and pain.

10. Transportation:

a. **Vehicles:** Each Advisor is assigned a vehicle with maintenance provided by the USMTM Vehicle Contract and Gas by the Supporting institute.

b. **Nearest Airport:** Ta'if International Airport is available for AIK, TDY, and Pass/Leave.

11. Monetary Services: Check cashing may be done at the USMTM facilities in Riyadh; however, currency conversion can be accomplished through a bank or money changer in Ta'if. ATMs are the primary source of Saudi Riyals. Your bank needs to know of your tour in the KSA to ensure your cards are not turned off to

12. Laundry: Clothes washers and dryers are available inside the villas and Dry cleaning is available in Taif.

CHAPTER 11

DUTY LOCATION –QASSIM

1. General Information

- a. Al-Qassim (also spelled Qassim, Al-Qaseem, Al-Qasim, or Gassim) is a province at the center of the KSA. The region is made up of numerous cities, towns, villages, and Bedouin settlements. The detachment is located 30 kilometers to the west of the regional capital, Buraydah. Buraydah is the region's largest city, with over 600,000 residents and almost half of the region's population. Two main highways connect Al-Qassim to the rest of the country. Highway 65 runs north to south and connects to the capital, Riyadh. Highway 60 runs east to west and connects to Medina, Jeddah, and Makkah. Agriculture is the cornerstone of the region's economy. The region is the Middle East's largest producers of dates and wheat. Date festivals are held in Qassim to highlight the province's farms and dates. The KSA is on Arabian Standard Time (AST). AST is UTC +3 and +8 from EST.
- b. The Qassim province is the KSA's most conservative region. It is said to be the birthplace of Wahhabism. Wahhabism is described as an "ultraconservative" reform movement ... the creed upon which the KSA was founded, and which has influenced Islamic movements worldwide.
- c. The Al-Qassim region has a typical desert climate, it is known for "cooler", rainy winters and dry hot summers. The whole region is 2000 feet above sea level. July and August are the hottest months, with highs approaching the 120s. December and January are the coldest months with lows in the 40s.

2. Operations



- a. The Qassim Detachment lives and works at the Royal Saudi Land Forces Aviation Institute. The Institute is located adjacent to the Prince Nayef Bin Abdulaziz International Airport. The Aviation Institute is the Saudi Arabian equivalent to Fort Rucker, AL and is the home of their aviation flight training battalion, Aviation Officer Basic Courses, Captains Career Course, English language training, basic training, and advance individual training (AIT) for enlisted aviation soldiers.
- b. The Aviation Institute's Flight Battalion operates the Initial Entry Rotary Wing (IERW) Training for the Saudi Arabian Army's helicopter pilots. The IERW battalion utilizes the Schweizer S-333M helicopter as its training helicopter. It is a three seat, single turbine engine, light helicopter. The

Institute intends to develop an aircraft qualification course for both the AH-64 Apache and the UH-60 Blackhawk helicopters. It currently has an AH-64 Longbow Crew Trainer (LCT) and is expanding facilities to support the additional qualification courses.

3. Facilities



a. The Detachment personnel are provided housing within the Aviation Institute on a separate “Western” compound. The compound is made up of mobile homes similar in quality to a containerized housing unit (CHU) encountered on a combat deployment. The houses are larger than a standard sized CHU and consist of the following:

- 1) 1 Bedroom w/ King Size Bed
- 2) Kitchen w/ Sink, Refrigerator/Freezer, Microwave, Flatware, Dishes, Water Dispenser and Cooking Utensils
- 3) Office w/ Desk and Chair
- 4) Living Room w/ TV, Couch, Recliner
- 5) Bathroom w/ Washer and Dryer

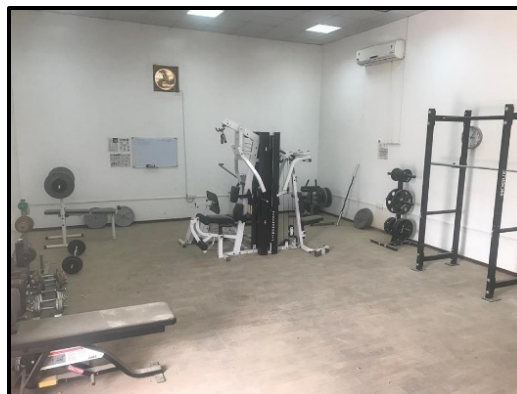


b. The residence have both 110 and 220 volt outlets. There are power strips, adapters, and power converters in the homes for most U.S. appliances and electronics that are brought or shipped over.

c. The residences and offices in Qassim do not have phones. All USMTM personnel are provided government iPhones with local cellular service. The phones are used to make calls and text messages throughout the KSA. Smart phone apps and a local operator can be used to call the U.S. Additionally, these phones are used as a hotspot for internet on work and home computers.

d. All detachment personnel are provided a vehicle. Vehicles are used for transportation to and from work, and when traveling outside of the institute. Fuel and maintenance for the vehicle is provided by the Aviation Institute and USMTM.

e. There is a small gym and pool within the compound where the detachment personnel live. The gym has a few free weights, dumbbells, a squat rack, a gym system, and a punching bag. The pool is approximately 25 meters long and is generally open from May to October.



4. Services

- a. The Aviation Institute has a small convenience store with a minimal assortment of drinks and snacks for purchase. There are no restaurants on the Institute. All meals are cooked in the home or purchased on the local economy. The local economy has various grocery stores which are clean and safe to purchase goods. The local economy also has numerous western restaurants (Fridays, Buffalo Wild Wings, fast food chains, etc...) and regional cuisine (Turkish, Lebanese, Pakistani, Indian, etc...)
- b. The Eskin Village commissary makes deliveries to the Qassim detachment twice a month. The detachment can order fresh, frozen, and dry goods from the commissary and exchange used water jugs for new ones. Also, pork rations are ordered and delivered via the commissary truck.
- c. Saudi Arabian Riyals (SAR) and credit/debit cards are accepted at the major stores and restaurants. However, SAR is the only currency accepted at most places, including the souks, and small restaurants. ATMs can be found on the Institute and throughout the local economy and do not charge a service fee.
- d. There are no U.S. Military health care providers in the Qassim region. Detachment personnel are able to use the local hospitals in Buraydah for emergency care. Appointments can be made at Eskin Village for routine care and flight physicals.

5. Recreation/Leisure

- a. Each residence has a television with free OSN satellite service and access to AFN. AFN has seven channels that show American programming, news, sports, and movies. OSN has dozen of channels that are broadcaster in English and/or Arabic.
- b. Internet is provided via your USMTM issued iPhone. Speeds are usually fast enough to stream TV shows, movies, and play video games. Some content, websites, and apps are restricted or unavailable since it is using the local cellular service. A VPN will be established on your work computer to access your outlook email and other .mil websites. It is recommended to purchase a VPN service for your personal devices prior to arrival in KSA.
- c. The local economy hosts numerous festivals throughout the year. Many festivals and public events are only open to families only. The region does not offer many other types of western entertainment or attractions.

6. To Pack

- a. Bring as many uniforms and boots as you would for a 12 month deployment, if not more. There is no place in the Qassim region to purchase uniform t-shirts, shocks, etc... and the selection is limited at the Eskin Village Exchange. Detachment personnel should also pack their Class A uniform with beret for formal events.
- b. You will wear civilian attire regularly, so pack accordingly. Long pants are the minimum for traveling off of the compound. Jeans are appropriate but light weight kakis/slacks are more comfortable in the summer months. Pack various lightweight shirts (short sleeve, long sleeve, collard, button up, etc...) for different weather and occasions. Extra shoes and sandals will help as they will wear the fastest due to the sand. A full PT uniform is required but pack plenty of civilian workout clothes and swimwear for the gym and pool. A lightweight jacket is a must during the cool months. Hats are

acceptable to wear on and off the compound.

c. The detachment's residences are fully furnished, therefore you will not need to bring HHG amenities. The residence also have numerous appliances and cooking utensils, so check with your sponsor before you pack a specific appliance. You will need to pack your own bedding and towels. The residence has a king sized bed but they are quite firm. You might want to consider packing or purchasing in the KSA a mattress pad if you prefer a softer bed. Personal hygiene items are available on the local economy, but consider packing some of your favorite items as they might be hard to find. If you have a hobby or sports equipment bring them with your HHGs. There is an extra television to connect your personnel computer or gaming system, but ensure to bring HDMI cables to connect them.

7. Postal Service

a. You will obtain a P.O. Box at the Eskan Village APO when you in-process. The mailing address is:

Name

PSC 1203, Box _____

APO AE 09803

United States

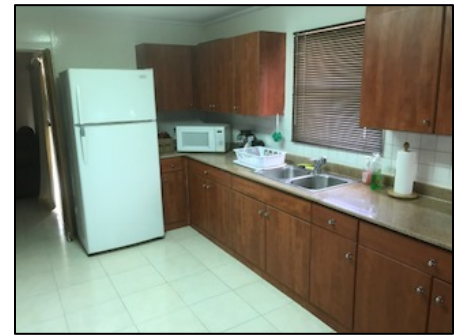
b. Mail is normally delivered directly to your Eskan Village APO box. It is then delivered via DHL truck to the Aviation Institute. Mail usually takes 10-14 days for delivery to Eskan Village and addition 2-7 days to be delivered to Qassim by DHL. The Detachment uses the Eskan Village APO for outgoing mail when it is TDY there.

CHAPTER 12

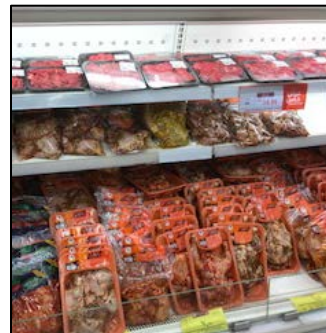
DUTY LOCATION –KING KHALID MILITARY CITY (KKMC)



- 1. General:** KKMC is the Headquarters of the Royal Saudi Land Forces (RSLF) Northern Area Command (NAC) and home of the RSLF Engineer School. KKMC is located five hours north of Riyadh near the city of Hafar Al Batin. KKMC Detachment personnel advise the Engineer School and 1st Aviation Group.



- 2. Housing:** Fully-furnished villas are provided in the 200 Villa Compound located inside KKMC. The 200 Villa Compound is a gated community with RSLF security provided. These villas are wired for 110V and have central air conditioning, fully equipped kitchen, washer/dryer, living room, dining room, two bedrooms, and two bathrooms. The living room includes a 42” flat screen TV with AFN and OSN cable channels. The kitchen is equipped with refrigerator w freezer, standalone freezer, electric stove, 5 gallon water dispenser, microwave oven, coffee maker, toaster, blender, dishes, cookware, cooking utensils, and silverware. Bedrooms include queen sized bed, linens, pillows, laundry basket, ironing board, clothes iron, and towels. Trash is picked up weekly and 5 gallon water jugs are provided for the kitchen water dispenser.

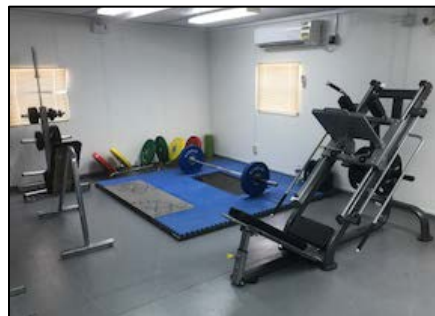


- 3. Groceries:** KKMC has a Panda Supermarket where you can purchase groceries such as milk, eggs, cheese, juice, fresh fruit, fresh vegetables, fresh meat, frozen goods, canned goods, toiletries, laundry and cleaning supplies, etc. They also sell electronics, small appliances, and cookware. KKMC Detachment personnel can also order groceries from the Commissary at Eskan Village and have them shipped to KKMC via the commissary truck.



- 4. Restaurants:** KKMC has numerous restaurants that provide a wide variety of breakfast, lunch and dinner options at very reasonable prices.
- 5. Climate:** The weather in KKMC ranges from 45-55 °F in winter to 100–120 °F during summer. The climate in general is hot and dry, especially during the summer. It rains only during late winter and early spring.
- 6. Vehicles:** KKMC Detachment personnel are provided with vehicles with full access to free gas at the KKMC fuel point.
- 7. Communications:** KKMC Detachment personnel are provided with an iPhone for telephone communication and hotspot Wi-Fi internet capability.
- 8. Postal Service:** Mail is delivered from the Eskan APO to KKMC weekly via DHL courier. The address for all KKMC USMTM personnel is:
- Name
PSC 1203, Box _____
APO, AE 09803
- 9. Medical Services:** The Northern Area Command Hospital located on KKMC is the main source of medical treatment for KKMC Detachment personnel.
- 10. ATMs:** Numerous ATM machines are located throughout KKMC to include the NAC Hotel and Panda Supermarket.
- 11. Barber:** There is a barber shop located inside the RSLF NAC Hotel where haircuts can be obtained for \$2.
- 12. Off Base Shopping:** Hafar Al Batin is a fairly large city (population greater than 400K) located about 1 hour north of KKMC. Hafar Al Batin has a Hyper Panda Supermarket and offers numerous

stores, shops, and malls for those who enjoy shopping. Hafr Al Batin offers a wide variety of local restaurants as well as familiar franchises such as McDonalds, Burger King, Hardees, KFC, Little Caesars, Pizza Hut, TGI Fridays, and a Baskin Robbins. Hafar Al Batin also has a small commercial airport (Al Qaisumah Airport-AQI) serviced by Saudia Airlines with daily flights to Riyadh.



13. Fitness Facility: The 200 Villa Compound has its own gym with a wide variety of free weights and machines to include a flat bench, incline bench, preacher curl bench, smith cable machine, squat rack, dead lift station, leg press machine, leg extension machine, leg curl machine, calf raise machine, treadmills, elliptical machines, row machine, stationary bike, and Jacobs stairway. It also includes a MWR room with billiard table, ping pong table, and dart board.



14. Swimming Pool: The 200 Villa Compound has a large swimming pool that includes a patio area and gas grill.

15. Additional Comments: KKMC is a remote and austere assignment with limited opportunities for recreation. However, its proximity to Riyadh allows for weekend commutes to explore restaurants and culture in the Riyadh area. Riyadh also has two golf courses, Nofa Golf Resort and Dirab Country Club, both of which offer 18-hole championship courses as well as horse riding.